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Microsoft Intune Autopilot Deployment & implementation

Time logs 8/28/2024 to 9/4/2024

15 hours accumulated in this period

Date	Duration	Type	Description of completed work	Challenges and/or Next steps
8/28/24	2 hours	Orientation	I reviewed the curriculum and put the due dates on my calendar app.	Challenges: Internet connectivity
8/29/24	0.5 hour	Orientation Quiz	Open book quiz regarding important due dates, calendar, etc.	Look for project and technical supervisor
8/30/24	1.5 hours	Outreach contacts	Reviewed the lists of people to contact and drafted up emails and sent it out. Sent out few emails. Heard back from both with positive answers.	Challenges: Feedback
8/31/24	4 hours	Reading	Reviewed all templates and submission criteria	
9/1/24	2 hours	Research	Project topics: Microsoft Intune Autopilot Deployment & Implementation.	Found Project & Supervisor. Next: Look up for resources
9/2/24	3 hours	Survey: Background Intake	I completed the Background Intake Survey in the hopes of being connected with any available possibilities.	
9/3/24	1 hour	Documentation	Write out reflections on the time spent on the project so far, and prepare time log for submission	Block out dedicated project time in my calendar
9/4/24	0.5 hour	Survey: Project Proposal	Description entailing the project	Next: Project plan
9/4/24	0.5 hour	Reflection	Project goals, challenges occurred and project plans in progress	Next: Project plan

Reflection

What were your main goals in this time period?

During this period, my primary goals were to identify a meaningful project to work on and gather all the necessary resources and tools to ensure its success. This process involved researching potential opportunities and determining which projects aligned best with my skills and interests. To identify a suitable project, I had to establish connections with the right individuals or organizations, which required reaching out to various contacts, networking, and setting up meetings or discussions to explore potential collaborations. Additionally, I aimed to create a solid plan for managing my time effectively, balancing the demands of the project with other commitments, and ensuring that I was fully prepared to take on the challenges ahead.

What were the main challenges during this phase? Were you able to meet the challenge, if so, what helped? If not, what could help?

One of the main challenges during this phase was clearly defining the goals for the project, as it required not only a deep understanding of the project's scope but also aligning these goals with the resources available and the timeline. Despite the difficulty, I was able to meet this challenge by dedicating time to thorough planning and ensuring that every step was carefully executed. Consistency in progress was key; by staying focused and regularly assessing my work, I was able to keep the project on track. Additionally, logging the time spent on each task provided valuable insights, allowing me to measure my progress and adjust as needed. This disciplined approach helped in maintaining momentum and ultimately achieving the project's overall goals.