Weekly Project Status Update – Week 2

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**Very Urgent Tasks**

**T-106: Fix Login Button on Mobile** (@Sara)

* + **Status:** In Progress | Blocked by unclear repro steps.
  + **Action:** Sara to confirm steps with QA team ASAP.
  + **Note:** This login issue has huge customer impact.

**T-105: Write Internal Release Notes** (@gezahegne)

* + **Status:** To Do | Needed for stakeholder sync.
  + **Action:** Assign owner within 30 mins (suggest @Moses?).
  + **Note:** This is very time-sensitive for stakeholder sync.

**T-101: API Endpoint for Rewards Summary** (@Sam)

* + **Status:** In Progress | PR not merged. Potential blocker.
  + **Action:** Sam to clarify if help needed from backend team.
  + **Note:** Stale PR risks delays can cause project bottlenecks.

**This Week Plan Update**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Task ID | Title | Status | Owner | Notes |
| T-104 | Partner API Integration (Beta) | Done | @Moses | Deployed last Friday. Zero bugs reported. |
| T-101 | API Endpoint for Rewards Summary | In Progress | @Sam | PR pending review. Possible blocker (needs escalation?) |
| T-106 | Fix Login Button on Mobile | In Progress | @Sara | Repro steps unclear. Awaiting QA input. |
| T-103 | Test Coverage for Rewards Module | In Progress | Gezish | Tests written; awaiting review. |
| T-102 | Frontend UI for Dashboard Graphs | Blocked | @Sara | Design handoff delayed (Figma not updated). |

**Next Steps**

Assign **T-105** (Release Notes) and **T-107** (Tooltips) by EOD.

Resolve PR for **T-101** with backend team.

QA sync for **T-106** repro steps.

**Reflection Log – Week 2**

What was unclear at first?

* The current status of some tasks wasn't clear due to outdated Jira tickets and scattered Slack messages.
* Some tasks were unassigned or lacked detailed notes.

What helped you move forward?

* Cross-referencing the task board with Slack updates helped piece together accurate statuses.
* Prioritizing clarity over perfection allowed faster decision-making.

How would you improve this process next week?

* Implement a weekly template to standardize updates.
* Encourage teammates to keep Jira more up-to-date.
* Set a reminder for design handoffs to avoid delays like with T-102.

**Repeatable Weekly Update Templet**

* <https://docs.google.com/spreadsheets/d/1vX97_OgqiWmKGqAqwLWV36fMUVosQiMKbb86jZMZWBs/edit?usp=sharing>