MCI Project Weekly Time Sheet

Team	17	Student ID	a1820323			Week starting:		4

Day	Date	Time In	Time Out	Total hours	Task	How does it fit into project plan?	Outcome/Next action
Monday	21/3/2022	5:00 PM	9:00 PM	4	Prepare for the presentation(PPT and wrote a notes)based on the feedback	Add more values to this project	Improving group work
Tuesday	22/3/2022	4:00 PM	7:00 PM	3	Watching some videos about speech skills and check status of database	Improve my speech skills and it helps me build my speech styles	Improved my speech skills and progressed some soft skills.
Wednesday	23/3/2022	12:00 PM	2:00 PM	2	Learn SQL and Python	Prepare the database and setup	It helps to the technique side of this project.
Thursday	24/3/2022	10:00 AM	2:00 PM	4	Team meeting about the pitch presentation(adjust and prepare the notes)	Preview the presentation content and check the format	Being familiar with the pitch presentation and wrote some notes remind us the main point
Friday	25/3/2022	4:00 PM	7:00 PM	3	Last checked the project presentation and we did a simulated presentation exercise	It help team members to know more about the project and make presentation smoothly	Ready to give a presentation and had a simulated presentation with team members
Saturday	26/3/2022	1:00 PM	5:00 PM	4	Reviewed the pitch presentation and ready to have record presentation	More familiar with pitch presentation and about to record	Knowing our progress about this project so far and talking about the next step
			Total	20			

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