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| **Week** | **Tasks** |
| Week 1 | **Team Profile:**  We already had most of the data we needed for this section, as we got most of the data from our first assignment, so it was just a matter of putting the data on the website. But we also had to complete a new set of questions for ‘Team Profile’, and did start on it. Because of a lot of discussions between the individuals of our group, we only ended up completing a small part of group processes.  **Tools:**  This was relatively an easy task for us to complete as there wasn’t much to complete, but because as there were many discussions that were going on about the project idea, we did not end up doing anything on this task. As it also wasn’t a much of a worry as we had so much time remaining, we thought to focus more on the project idea than the smaller tasks of this project.  **Project Description:**  This was a massive part of the assignment and thereby we did use a lot of time and effort to make sure that we make the best out of the time we spend discussing on this idea useful. We all had participated in this group discussion to select the best idea and then therefore elaborate on it, so that we all have a brief idea of what’s going to occur. We then decided to choose the idea and therefore also assigned tasks of which individual person has to complete what task.  **Skills and Jobs:**  This was relatively an easy job for the person that was assigned with this task, as it wasn’t a big of a task and therefore this was done extremely easily and comfortably within a week. |
| Week 2 | **Team Profile:**  Due to majority of these tasks being so simple, and because we didn’t really have other assignments due, we as a team decided to finish off our assigned tasks before another assignment comes in the way. Therefore the person that had the responsibility of completing this task completed it within two weeks, as it was more than enough.  **Tools:**  Since we had not completed the whole project, we had not completed everything that was needed such as the comments, but we did create a repository on github, so the work we complete is then therefore submitted on Github.  **Project Description:**  Due to our group members being motivated in completing their work and completing it with the utmost quality, our group member had finished the overview of the project, which included the Topic, Motivation and Landscape. |
| Week 3 | **Tools:**  The amount of work he had completed throughout the three weeks, we had decided to put it up on the github repository, just to see what the website at that stage looks like.  **Project Description:**  We’d started on the detailed description of this task, and because we were assigned to finish the tasks together, we’d finished everything up to Testing, which meant that we’d completed aims, plans and progress, roles, scope and limits, tools and technologies and testing. |
| Week 4 | **Project Description:**  We therefore after completing everything up to testing, we decided to complete risks and group processes and communications.  **Tools:**  After completing the project description work, we had uploaded everything on github. |
| Week 5 | **Feedback:**  Because we had completed nearly everything that was completed, we’d decided to finish the sparkplus section of the assignment, but we could not access the sparkplus link.  **Group Reflection:**  We all had the responsibility to finish off the group reflection work, and did so quiet easily. |
| Week 6 | **Timeframe:**  I was the responsible person for completing the timeframe, so i had to make sure that the things I had recorded in the past, of how much work has been done. |
| Week 7 | We had finished the project, and therefore then started to prepare for our presentation. |

* As we have six people in our group, it became extremely easy for us to manage the tasks that were allocated to us. This meant that with more people in the group individuals had the opportunity to work on their allocated tasks with more care and much more passion rather than rushing through the tasks that were assigned to them. Obviously, the more marks the specific section has, the more time that’ll be spent on that task, because since there is more things to do on that task, more time will be allocated towards that task. For example, the project idea was a really important section of the assignment. Other than that, our plan was to do extremely good work rather than looking at how much time it’s taking us to complete the work. But if we look deep down into it, the group project idea took our group member approximately 10 hours to finish it off as he was trying his level best to put in as much hard work as he could.

**Group Reflection:**

What went really well for us as a group was the fact that we all connected really well together as a group which meant that we had no arguments, and thereby agreed upon the things quickly, without getting too emotional about other individuals’ ideas not being utilized. What could be improved is the fact that we could’ve met more often as a group (face-to-face), because of the fact that some group members used to not really turn up to the class, and it became really hard for us to communicate with them, but because of us having made a group on social media which made it easier for us to communicate. One thing that was surprising was the fact that the amount of work we got done together as a group, which therefore meant that, none of us needed anyone else from the group help us, because of the fact that we were so motivated to complete the work ourselves rather than having other individuals completing it for us, another thing that I found surprising was the fact that we completed our work before the due date, and thereby had the opportunity to reflect on the work we’d completed, and change the things we found that needed to be changed. One thing that we learned together about group work was that, we as a group really need to communicate, if we do not communicate things become really hard and thereby submission would be late, and the quality of work wouldn’t be at the standard which it was desired to be. As we can see that the audit trail does show of how much people have contributed to the website and how much work has been done by that specific person, which is a great indicator for those groups that are making their website together, however, our group did not complete the website together, we assigned one member of the group to do that. Which means that the audit trail on the Git repository, did not really reflect on how much work people have done, as it would only show that the only person that has done work on the website is Dylan.