

### Self-reflection

The purpose of this form is to enable you to reflect on your performance and that of your team. The grades that you give do not count as marks, but alongside with the comments you provide, they will help the tutor guide the discussion during your fortnightly meeting and better assist your team in your progression towards the project goals.

It is your responsibility to ensure you have filled this form at least one whole business day before each meeting with your tutor (for instance, by Thursday 4pm if your meeting is on Friday 4pm, or by Friday 9am if your meeting is on Monday 9am). Failure to do so would negatively impact the mark awarded for that meeting.

If you have any question or notice any error, please email [IT.capstone@qut.edu.au](mailto:IT.capstone@qut.edu.au). Please do not edit the fields that have been pre-filled for you.

### Grade:

Reflect on how you delivered on your three main tasks for the last fortnight:

Detail your three main tasks for the next fortnight:

### Team-reflection

Please also evaluate the performance of your team-mates. Remember to be fair and transparent.

Kuan HengChen

Grade:

Comment:

ZIyang Wang

Grade:

Comment:

James Zheng

Grade:

Comment: