Criterion B – Record of Tasks

Task Number	Planned Action	Planned Outcome	Time Estimate	Target Completion Date	Criterion
1	Meeting with client to discuss the problem she is facing	Met with the client to discuss what her main problems are and noted it down to further discuss it.	1 day	14th May	A
2	Brainstorming on possible project	Brainstorming on possible solutions to help my client by making an application for them according to her requirements.	2 days	16th May	A
3	Discussion of the problem and possible solutions with my supervisor	Discussed the notes with my meeting with client and discussed possible solutions.	1 day	17th May	A
4	Deciding on a solution	Researched on the various programming languages which could help in meeting the requirements and creating a user-friendly application for my client.	5 days	22nd May	A
5	Approval of the solution by supervisor	Discussing with supervisor the viability of the solution and finalizing the rationale.	1 day	23rd May	A
6	Define success criteria	Accurately define the basic needs and the brief structure of the project.	2 days	25th May	A
7	Write up the plan	Finish writing criterion A and get it approved by supervisor.	2 days	27th May	A

8	Create a schedule with target dates	Mentioned all the various components of the project and the dates by when I would complete them	3 days	2nd July	B
9	Draw up a plan	Draw up a brief outline of the overall working of the project and the different pages involved along with the features and functions on the pages.	1 week	9th July	B
10	Meeting with the client to discuss the solution.	Meeting with the client to discuss the GUI designs and functionality of the different components and features.	1 day	10th July	B
10	Complete GUI design	Learning the chosen software and designing the GUI of different pages along with connecting the pages together.	2 weeks	24th July	C
11	Structure and divide the components to be coded of the project	Divided the project into multiple components such as calendar feature, chat feature, authentication features etc.	2 weeks	7th August	B
12	Start to code the various components of the project	Coded the different components of the project as planned	2 months	7th October	C
13	Connect project to database	Connected every component to a database to store, delete and manipulate entries.	3 weeks	28th October	C
14	Add WhatsApp reminder feature	Add a feature into the project which sends facilitates WhatsApp messaging and	3 weeks	18th November	C

		sends email reminders.			
16	Complete and refine code for the project	Showcase the demo of the project to supervisor and receive feedback.	1 day	19th November	C
17	Meeting with the client regarding the first draft of the application.	Present the demo of the first draft of the application to the client and receive feedback.	1 day	20th November	E
18	Complete criterion C	Complete documentation of the development of the application. Fix any runtime or logical errors.	3 weeks	11th December	C
19	Make changes and present final project to client	Incorporate feedback given by client and supervisor. Fix any runtime or logical errors.	1 month	15th January	E
20	Finish criterion E documentation	Evaluate journey of the project along with initially set criterions.	1 week	22nd January	E
21	Record video explaining the product	Check project for any runtime, logical or compilation errors. Record a structured demo of the application showcasing the success criteria and conveying to the viewer how my application fulfils the client's requests and solves the problems which they were facing.	2 weeks	12th February	D
22	Check for all criterions	Check if any criterions are pending and make any required changes in the 5 criterions required by IB.	2 weeks	26th February	E