Project Manager’s report

*Task: Management*

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1. Introduction

* This iteration I take role of project manager. My tasks are listed in next sections

1. Planning for team
   * Finish unit test for the model part
   * Purpose: as requested by project advisor, this is the highest priority task
   * Status: done
   * Functional testing
     + Purpose: check if the program work
     + Status: done, some important bug were found
   * Code review
     + Purpose: Mainly to help reviewer understand the source code
     + Status: done, no major issue, however the purpose is satisfied, the assignee is understand source code of the program better
   * Fixing bug
   * Purpose: fixing important bug found by functional testing
   * Status: done
   * Prepare for the final report
   * Status: in progress, two people have been assigned for this task, still waiting a report template form project advisor
2. Supporting team member
   * + With experiences from my previous role (programmer), so beside management task, I also help other team member about technical issue such as unit test, code review …
3. Control team working, solving working issue
   * During the project, there were some issues such as pair programming is not applied well because all team are very busy with projects and working. So I tried to arrange a morning in the weekend so team can meet and work together
   * The effect of working this way is really good. What we had done for 3 hours is equivalent to a few days working remotely
4. Next plan:
   * All team will concentrate on preparing the final report
   * Implement administrative features
   * Fix bug if we have more time