LOG BOOK

DFT6014 - INTEGRATED PROJECT

INFORMATION & COMMUNICATION TECHNOLOGY DEPARTMENT

INFORMATION & COMMUNICATION TECHNOLOGY DEPARTMENT
DIPLOMA IN INFORMATION TECHNOLOGY (DIGITAL TECHNOLOGY)

☐	**TRACK NETWORKING SYSTEM**
/	**TRACK SOFTWARE AND APPLICATION DEVELOPMENT**
☐	**TRACK INFORMATION SECURITY**

SESSION : JUNE 2020

PROJECT INFORMATION	
PROJECT TITLE :	KINDERGARTEN MANAGEMENT SYSTEM
SUPERVISOR :	EN SABRI BIN SAEP

GROUP INFORMATION				
NAME :	1. NUR ADIELA BINTI MOHD GHAUS			
	2. ILLYA NATASYA BINTI HUZAIR			
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1.0 INTRODUCTION

The **INTEGRATED PROJECT** is a mandatory course for a particular program of study that needs to be implemented as fulfilling the qualification requirements of the Diploma of the Ministry of Education (MoE). This course provides students with the opportunity to apply their prior knowledge and skills as well as to demonstrate their ability to realize ideas, creativity, innovation and problem solving towards producing projects that have commercial and competitive value.

INTEGRATED PROJECT implementation covers all teaching and learning processes that are theoretically, practical, scientific writing, monitoring, evaluation and more. Throughout the project implementation, students are guided by supervisors to explore new knowledge and skills. The management and co-ordination of student projects also involves collaborative coordinators, appraisers and Research, Innovation and Commercialization Unit (UPIK). Hence, the objective of producing this manual is to provide a reference and guidance throughout the implementation of the KPT Polytechnic Students Project. In addition, this guidebook also includes examples of documents related to the planning and implementation of student projects.

The **INTEGRATED PROJECT** Log Book is used specifically for writing notes on the activities and work done by student throughout the duration of the project. The Log Book is one of the way in which the department can identify and assess the attitude, initiative, achievement of the students' project. It is one of the requirements for students to complete during the project is carried out either work individually or in a team under supervision of respective supervisors. Therefore, it is important for students to fully utilize the Log Book and submit to a panel of examiner for evaluation.

2.0 GUIDELINES FOR USE OF INTEGRATED PROJECT LOG BOOK

1. The Log Book must be handed in to the supervisor to be graded and verified at least once in every week.
2. Students must bring along their Log Book at every meeting and discussion with their supervisor so that verification can be done after the session.
3. The Log Book must be handed in to the supervisor with the INTEGRATED PROJECT TECHNICAL REPORT evaluation and grading.

3.0 MEETING DURATION

The students' attendance will be taken during 1 hour lecture and 4 hours practical in a week.

4.0 INTEGRATED PROJECT LOG BOOK FORMAT

Information to be included in log book of student project implementation activities:
1. Students need to keep track of activities and tasks throughout the week.
2. Students need to elaborate on all plans in the Project Progress Reports column to be in line with the plans set out in the Gantt chart.
3. Students must state the actual achievement or current project status in the space provided.
4. The reflective section needs to be filled by the student by stating the relevant proposal as a step of improving the project.

5. Supervisors should give comments or feedback on every assignment students have done.

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5.0 PROJECT PLANNER

WEEK	SHORT SEM	TASK	ASSESSMENT	MARK	REMARK
Week 1	Week 1	**1.0 PROJECT PROPOSAL.** 1.1 Prepare project plan and project design			STUDENT / SUPERVISOR
Week 2			**PROPOSAL PRESENTATION**	CLO 1 (10%)	STUDENT / SUPERVISOR / ACCESSOR
Week 3	Week 2	**2.0 PROJECT DEVELOPMENT.** 2.1 Plan requirement and design specifications. 2.2 Manage the hardware or software configuration. 2.3 Develop problem specification and design.			STUDENT / SUPERVISOR
Week 4					STUDENT / SUPERVISOR
Week 5	Week 3				STUDENT / SUPERVISOR
Week 6			**DEMO #1**	CLO 2 (20%)	STUDENT / SUPERVISOR
Week 7	Week 4				STUDENT / SUPERVISOR
Week 8					STUDENT / SUPERVISOR
Week 9	Week 5				STUDENT / SUPERVISOR
Week 10			**DEMO #2**	CLO 2 (20%)	STUDENT / SUPERVISOR
Week 11	Week 6				STUDENT / SUPERVISOR
Week 12					STUDENT / SUPERVISOR
Week 13	Week 7				STUDENT / SUPERVISOR
Week 14		**3.0 DELIVERABLES.** 3.1 Present deliverables.			STUDENT / SUPERVISOR
Week 15	Week 8	**CAPSTONE PROJECT PRESENTATION.** • Capstone project presentation • Capstone Correction • Re-Present Capstone Project • Full Documents and Project Submitted	**CAPSTONE PROJECT** 1. Technical Report 2. End Product 3. Log Book	CLO 1 (5 %) CLO 2 (45 %) GSA (100%)	STUDENT / SUPERVISOR / ACCESSOR

This planner can be amendable accordance to polytechnic.

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6.0 PROJECT GANTT CHART

WEEKS / PLANNING	W1	W2	W3	W4	W5	W6	W7	W8	W9	W10	W11	W12	W13	W14	W15
	WEEK 1		WEEK 2		WEEK 3		WEEK 4		WEEK 5		WEEK 6		WEEK 7		WEEK 8
1.0 PROJECT PROPOSAL. Prepare project plan and project design	▓														
PROPOSAL PRESENTATION	▓														
2.0 PROJECT DEVELOPMENT. 2.1 Plan requirement and design specifications. 2.2 Manage the hardware or software configuration. 2.3 Develop problem specification and design.			▓	▓											
DEMO 1 PRESENTATION					▓										
2.0 PROJECT DEVELOPMENT. (Continue) 2.1 Plan requirement and design specifications. 2.2 Manage the hardware or software configuration. 2.3 Develop problem specification and design.							▓	▓							
DEMO 2 PRESENTATION									▓						
2.0 PROJECT DEVELOPMENT. (Continue) 2.1 Plan requirement and design specifications. 2.2 Manage the hardware or software configuration. 2.3 Develop problem specification and design. **3.0 DELIVERABLES.** 3.1 Present deliverables.											▓	▓			
CAPSTONE PROJECT PRESENTATION															▓
• Capstone project presentation • Project refining • Re-Present Capstone Project • Full Documents and Project Submission															▓

This Gantt chart can be amendable accordance to polytechnic.

7.0 TASK SUMMARIES

The first thing on week 1, my group and I gather and discuss an idea for our project. And we decide to choose RFID reader and web system. After discussing and agreeing, we choose Kindergarten Management System (KEMASTCJ) as a project title.

Then we want to get certainty from supervisor about the project we proceed to choose.

After that, my group's members and I devided the next task to make a proposal for the first project presentation that will be evaluated by the panels. In this project we present the main objectives, each group members hold their respective roles in each of the seated objectives.

ILLYA

-web system students

ADIELA

-web system parents

FATIN

-project report

The function a system is likely to perform :

-Log into the system

-Admin register students

-Admin register parents

-Admin update and delete information students

- Admin update and delete information parents

-Admin update and delete information payment fee of students

-Parents can view payment fee of students

-Admin must comfirm the attendance for students to access RFID

-Admin must comfirm the attendance for students

-Finally,logout

Verified by :

....

(SUPERVISOR NAME   )

** Task summaries are based on allocating project scopes among group members.

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WEEKLY ACTIVITIES REPORT

WEEK : 1

DATE : 12.08.2020   14.08.2020

TIME : 2PM – 5PM   10AM – 12PM

Weekly Planning

- Prepare project plan and project design
- Discuss about title and planning draft
  Objective
  Problem Statement
  Project Scope
  Project Significant
  Software / Tool
  Hardware
- Find a client for the project
- Complete a draft proposal

Weekly Achievement
- Meet and interview client - Listen the client problem and objective
Supervisor's Comment
Verified by Supervisor's Signature: .... (   ) Date:

WEEKLY ACTIVITIES REPORT

WEEK : 2

DATE : 19.08.2020   21.08.2020

TIME : 2PM – 5PM   10PM – 12PM

Weekly Planning

- Proposal title submission
- Prepare slide for presentation
- Waiting project to be approve by panel

Weekly Achievement

- Draft proposal have been created
- Present the slide to panel
- Project have been approved

Supervisor's Comment

Verified by

Supervisor's Signature:

....

(   )

Date:

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WEEKLY ACTIVITIES REPORT

WEEK : 3

DATE : 26.08.2020   28.08.2020

TIME : 2PM – 5PM   10PM – 12PM

Weekly Planning
- Discuss about software and hardware - Sketch, design and create interfaces

Weekly Achievement
- Know the specific software and hardware - Done sketch, design and in progress to create interfaces

Supervisor's Comment
Verified by Supervisor's Signature: .... (   ) Date:

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WEEKLY ACTIVITIES REPORT

WEEK : 4

DATE : 02.09.2020   04.09.2020

TIME : 2PM – 5PM   10PM – 12PM

Weekly Planning
- Create database

Weekly Achievement
- Already create a database

Supervisor's Comment
Verified by   Supervisor's Signature: ....   (   )   Date:

WEEKLY ACTIVITIES REPORT

WEEK : 5

DATE : 09.09.2020   11.09.2020

TIME : 2PM – 5PM   10PM – 12PM

Weekly Planning
- Making the interfaces connect to the database

Weekly Achievement
- Interfaces already connect to the database

Supervisor's Comment
Verified by Supervisor's Signature: .... (   ) Date:

WEEKLY ACTIVITIES REPORT

WEEK :   6

DATE :   16.09.2020   18.09.2020

TIME :   2PM – 5PM   10PM – 12PM

Weekly Planning
 - Makes admin/teacher able to login to the interfaces - Makes parents able to login to the interface
Weekly Achievement
 - Admin/teacher can login to the interfaces - Parents can login to the interfaces
Supervisor's Comment
 Verified by Supervisor's Signature: .... (   ) Date:

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WEEKLY ACTIVITIES REPORT

WEEK : 7

DATE : 23.09.2020   25.09.2020

TIME : 2PM – 5PM   10PM – 12PM

Weekly Planning
- Sketch flowchart, use case, ERD and DFD - Doing report of the project - Preparing for Demo 1

Weekly Achievement
- Already sketch flowchart, use case, ERD and DFD - 50% done of the report project - Done Demo 1 and repair and add more things to the interfaces

Supervisor's Comment
Verified by Supervisor's Signature: .... (   ) Date:

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WEEKLY ACTIVITIES REPORT

WEEK : 8

DATE : 30.09.2020   02.10.2020

TIME : 2PM – 5PM   10PM – 12PM

Weekly Planning

- Makes admin/teacher able to add students , edit or update students data
- Makes parents able to check payment fee's students

Weekly Achievement

- 50% Admin/teacher can add students
- 50% Admin/teacher can edit or update students
- 50% Parents can check payment fee's students

Supervisor's Comment

Verified by

Supervisor's Signature:

....

(   )

Date:

14

WEEKLY ACTIVITIES REPORT

WEEK :   9

DATE :   07.10.2020   09.10.2020

TIME :   2PM – 5PM   10PM – 12PM

Weekly Planning
- Makes admin/teacher able to add students , edit or update students data - Makes parents able to check payment fee's students

Weekly Achievement
- Admin/teacher can add students - Admin/teacher can edit or update students - Parents can check payment fee's students

Supervisor's Comment
Verified by Supervisor's Signature: .... (   ) Date:

WEEKLY ACTIVITIES REPORT

WEEK : 10

DATE : 14.10.2020   16.10.2020

TIME : 2PM – 5PM   10PM – 12PM

Weekly Planning
- Preparing for Demo 2 - Doing the report project

Weekly Achievement
- Done Demo 2 and add more things to the interfaces - 80% done for the report project

Supervisor's Comment
Verified by Supervisor's Signature: .... (   ) Date:

WEEKLY ACTIVITIES REPORT

WEEK :   11

DATE : 21.10.2020   23.10.2020

TIME : 2PM – 4PM   10PM – 12PM

Weekly Planning
- Makes admin/teacher part for interfaces

Weekly Achievement
- Already done makes admin/teacher part for interfaces

Supervisor's Comment
Verified by Supervisor's Signature: .... (   ) Date:

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WEEKLY ACTIVITIES REPORT

WEEK : 12

DATE : 04.11.2020   06.11.2020

TIME : 2PM – 4PM   10PM – 12PM

Weekly Planning
- Makes parents part for interfaces

Weekly Achievement
- Already done makes parents part for interfaces

Supervisor's Comment
Verified by Supervisor's Signature: .... (   ) Date:

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WEEKLY ACTIVITIES REPORT

WEEK : 13

DATE : 11.11.2020   13.11.2020

TIME : 2PM – 4PM   10PM – 12PM

Weekly Planning
- Final touch up for interfaces - Complete the report

Weekly Achievement
- Already finish the interfaces - Report complete

Supervisor's Comment
Verified by Supervisor's Signature: .... (   ) Date:

WEEKLY ACTIVITIES REPORT

WEEK : 14

DATE : 18.11.2020   20.11.2020

TIME : 2PM – 5PM   10PM – 12PM

Weekly Planning

- Making video for final presentation
- Final presentation

Weekly Achievement

- Done making video
- Done final presentation and repair or add a bit things in interfaces
- Send new modified video presentation and new modified report

Supervisor's Comment

Verified by

Supervisor's Signature:

....

(   )

Date:

20

WEEKLY ACTIVITIES REPORT

WEEK : 15

DATE : 25.11.2020   27.11.2020

TIME : 2PM – 4PM   10PM – 12PM

Weekly Planning
- Writing abstract - Complete logbook

Weekly Achievement
- Done writing abstract - Logbook complete - Full document and project submitted

Supervisor's Comment
Verified by Supervisor's Signature: .... (   ) Date:

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