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| **Group No** | < Use the given group number in the UG-VLE course page > | | | | |
| **Project Title** |  | | | | |
| **Supervisor’s Name** |  | | | | |
| **Co-Supervisor’s Name** |  | | | | |
| **Group Meeting Number** |  | **Date** | |  | |
| **Summary of work carried out during last two weeks** | | | | | |
| List down the progress the group has made during the two weeks of time. Identify areas/ components/ modules that the group has contributed and clearly state the progress in each component/module.   1. User Interfaces Designing & Implementation for Registration Module 2. Test cases development for Registration Module    1. Unit Tests Development & Execution 3. Client Meeting 4. Accounting Module’s business logic implementation | | | | | |
| **Individual Contribution for last two weeks** | | | | | |
| 1. Name of Member 1 | Briefly but clearly state the contribution of the member during last two weeks (What he or she has done in relation to what he or she accepted in previous meeting?). Please don’t state elementary level work you have done. Identify task level work and state it here. For example  a). Completed business logic for use cases Reservation, Registration, etc.  b). Modified initial database schema based on aforesaid requirements | | | | |
| 1. Name of Member 2 | Absent (If the particular member didn’t appear for the meeting and the group couldn’t contact the member to get his/her details) | | | | |
| 1. Name of Member 3 | Customer registration module implementation. 10% completed. | | | | |
| 1. Name of Member 4 |  | | | | |
| 1. Name of Member 5 | <------- Remove this row if your group doesn’t have 5th member ----> | | | | |
| **Meeting outcomes** | | | | | |
| Briefly list down important aspects you discussed, decisions you made,   * Challenges the group had * Solutions the group suggested * Important decisions * Changes made or going to make to the process, product or any aspect | | | | | |
| **Responsibilities Accepted by group members for the next two weeks** | | | | | |
| 1. Name of Member 1 | Implementation of Reservation module  Developing unit tests for the module | | | | |
| 1. Name of Member 2 |  | | | | |
| 1. Name of Member 3 | Implementation of Customer registration module (Continuation from last week) | | | | |
| 1. Name of Member 4 | Mobile application development  UI components of the Mobile app  Offline functionality of the Mobile app | | | | |
| 1. Name of Member 5 | <------- Remove this row if your group doesn’t have 5th member ----> | | | | |
| **Supervisor’s/ Co-Supervisor’s remark has to be submitted using the Google Form provided in the UGVLE course page.**  **It is the responsibility of the students to share the Google form with the supervisors and the co-supervisors.**  **Only one form is requested to be submitted by the supervisor and the co-supervisor pre one bi-weekly report.**  **Signature of the supervisor and the co-supervisor is not required in the bi-weekly report, but the submission of Google form by the supervisor/co-supervisor is required.**  **Students must upload the PDF version of the filled bi-weekly report to the link provided in the UGVLE course page before the deadline.** | | | | | |
| **Any Other Notes (Email evidence/screenshot from supervisor)** | | | | | |
|  | | | | | |
| **Attendance of the group members** | | | | | |
| **Student Name** | | | **Index No.** | | **Signature** |
| 1). | | |  | |  |
| 2). | | |  | |  |
| 3). | | |  | |  |
| 4). | | |  | |  |
| 5). <------- Remove this row if no 5th member ----> | | |  | |  |