

Criterion B: Record of tasks

Date	Action	Details	Comments / Follow up	Date Completed	Criterion
July 2010	Initial discussion with the Comp Sci teacher	After discussion with my Comp Sci teacher my ideas were approved	-----	18 th July 2009	A
July 2010	Make an appointment to talk to Nicole				A
27 July 2010	Preliminary discussion with Nicole	Nicole mentioned she wanted organise a method of storing information about her students and this may need an ICT solution	Carry out research into similar situations to Nicole	4 th Aug	A
Sept – Oct 2010	Interview with Nicole	Solution(s) discussed and database was chosen	Look at examples of databases on the web and in the Access software	24 th Oct	A
Nov 2010	Second meeting with Nicole	First draft designs completed and approved by Nicole. We agreed on what she needs for the final product.	Check that Nicole has the information for the database	18 th Nov	B
Nov 2010	Agree on a schedule for developing the product	Project schedule developed indicating key milestones in discussion with Nicole	-----	15 th Dec	B
Nov 2010	Design the product	Detailed product designs developed in discussion with Nicole.	Think about how to test the product	29 th Nov	B, D
Dec 2010	Develop the product (start)				B, C, D
Dec 2010	Create the table structure, add data and create queries for preliminary testing	Test plan to be developed to ensure functions as intended	Check referential integrity and potential update anomalies	20 th Dec	B, C, D

	Create other queries	As above	Check as above		B, C, D
Jan 2011	Vacation July				
Feb 2011	Complete Forms, Reports and Macros	Testing as being developed	As above		C, D
March 2011	Product completed	Discussions with Nicole as required during the development of the product	Investigate copyright issue involved with the use of images	24 th March 2010	C, D
April 2011	Solution tested	Database handed to Nicole and tested to see if it works	Make changes requested by Nicole	18 th April	C, D
April 2011	Solution handed over to Nicole with training	Spent a morning with Nicole in how to use and database	Nicole was pleased how easy the product was to use	3 rd May	C, D
May 2011	Feedback received from Nicole	Nicole gave feedback on whether the product met her needs	Nicole was very pleased with the product	2 nd June	A, B, E
June 2011	Ideas for improving the database	Following the feedback from Nicole recommendations were made for further improvements to the database.		10 th July	E

A comprehensive and detailed record of tasks.