

Managers' Weekly Report & QA Metrics

Work Beginning: 05/05/2014	Work Summary	<ul style="list-style-type: none"> ➤ Checked Github and Jira services (that are active almost on daily basis) ➤ Backup copies of the code file and Documents on (06/05/14, 07/05/14 and 09/05/14) ➤ No work done on Audio-Controller Class issues with Sam (Sprint 3) ➤ No work done on Timers Class with Steve (now Sprint 4) ➤ Completed and submitted Utilities budget report contribution (for week 3). ➤ Done some research work on slide controls (for sprint 5).
	Issues	<u>Outstanding</u> Audio-Controller stops audio only when the first slide is called and does not stop Audio when further new slides are called.
Work Beginning: 12/05/2014	Work Plan	<ul style="list-style-type: none"> ➤ To check Github and Jira services (that are active almost on daily basis) ➤ To Backup copies of the code file (at least twice a week) ➤ To work on Audio-Controller Class with Sam so that audio stops when slides change (Sprint 3) ➤ To work on Timers Class and Controls for Slide with Steve (Sprint 4 and 5).
	Issues	n/a

Metric	How measured	Achieved (Yes/No with Comments)
Tool failures	Keep a record of what failed and restoration time	Yes (No reported failures on GitHub and Jira to date.
Company satisfaction	Internal feedback from tools	Yes. Weekending 11/05/14 the tools have been available for company use without disruptions.