Managers' Weekly Report & QA Metrics

Work Beginning: 26/05/2014	Work Summary	Did logging for timeline status in all handlers and for a slide. Began some refactoring of the slide show class.
	Issues	Very little work has been accomplished, this is primarily due to exams being taken at this time, expect it to pick up again after this week.
Work Beginning: 02/06/2014	Work Plan	Work with Jon to refactor all the handlers and created the SlideMedia abstract classes.
	Issues	

Metric	How measured	Achieved (Yes/No with Comments)
Defects opened	Number of new defects opened per week tracked	Yes – 10
Defects closed	Number of defects closed per week tracked	Yes - 5
Work items completed	Number of work items completed per week	Yes – view on Jira
Ratio of estimated time to actual time taken per task	Track these values weekly	Yes – View burndown charts on Jira
Integration test results	Report/log results of integration testing	YES – view on Jira (attached to relevant tickets)
Repeated fails	Log repeated fails and review daily	Yes – none
Thorough testing	Check to see whether units have been tested according to the "Test Strategy" documentation	NO – Action on to do