# Managers’ Weekly Report & QA Metrics

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| Work Beginning: 31/03/2014 | Work Summary | Began slideshow logic with Jon, made some significant progress. Made modifications to Mainmenu, Slidehow and Text Handler tests. Decided to change to JFX 8 and informed team of the change. |
| Issues | On Thursday I leave for America, Jon will take on role of Software Manager while I am away. |
| Work Beginning: 07/04/2014 | Work Plan | Nothing as I am not here! |
| Issues |  |

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| **Metric** | **How measured** | **Achieved (Yes/No with Comments)** |
| Defects opened | Number of new defects opened per week tracked | Yes – 3 |
| Defects closed | Number of defects closed per week tracked | Yes – 3 |
| 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 – Third iteration begun behind schedule. See burndown chart on JIRA for more accurate information. |
| Integration test results | Report/log results of integration testing | Yes - See JIRA on relevant tickets |
| Repeated fails | Log repeated fails and review daily | Yes - No fails |
| Thorough testing | Check to see whether units have been tested according to the “Test Strategy” documentation | No Still to be completed on many modules |