**PRJ566 Action Items & Tasks Report (Individual)**

**Date: 2020-06-05**

**Team Number: 5**

**Team Member Name: Jaehyun Joung**

**Project Name: Innovative food delivery service**

**Work completed this week by team member (be specific)**

**PID sections 1.1, 1.4 and 1.5 and 1.7 finished by me and ongoing 1.2**

**Work to complete next week by team member (be specific):**

**PID section 2.1 project proposal includes functional and non-functional. The member will write non-functional area.**

**What’s not going well for you and why:**

**My lecture time is totally different my members. Also, I send my document, I do not check yet to other members. My house internet is weak of weather. I do not attend MS teams because of internet issue.**

**Suggestions/Issues:**

**Issue: My house internet shuts down 5 minutes during meeting time**

**Suggest: Share phone number and using another message application such as what’s app.**