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

**Date: 2020-06-21**

**Team Number: 5**

**Team Member Name: Junjie Zhang**

**Project Name: Innovative Food delivery service**

**Work completed this week by team member :**

**Finish the Activity diagram and Use case description**

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

**Team project presentation and midterm exam.**

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

**The workload of this week is huge because my DSA555 class is almost done, and I have to prepare for the finial exam. Therefore, I don’t have too much time to deal with the project.**

**Suggestions/Issues:**

**Issue: Time management**

**Suggest: Create a better schedule to manage the workload, and share more time on this course.**