# B2. Record of Tasks

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| Date | Action | Details | Comment | Date Complete | Criterion |
| Sept 2013 | Initial discussion with the teacher | Held discussion regarding project topics, potential clients, etc. | - | 7th Sept 2013 | A |
| Sep 2013 | Potential client research | Talked to various people regarding real life problems they needed solved | Successfully chose Mr. Wright as the ideal client | 12th Sept 2013 | A |
| Sep 2013 | Initial fact finding | Set up a meeting with Mr. Wright for learning more about the problem | - | 15th Sept 2013 | A |
| Sep 2013 | Continued fact finding | Set up a 2nd meeting with Mr. Wright to discuss the proposed solution | Java & visual basic based solutions were discussed, but java based solution was chosen | 21th Sept 2013 | A,B |
| Sept 2013 | Continued fact finding | Held an interview with Mr. Wright to discuss the criteria for success | - | 22st Sept 2013 | A,B,E |
| Sept 2013 | Commenced prototype programming | Started the making a sample prototype in Java to show a proposed interface | - | 3rd Oct 2013 | B,C |
| Oct 2013 | Continued fact finding – prototype | Held a meeting with Mr. Wright to present proposed prototype | Received key feedback regarding changes and additions to be made | 5th Oct 2013 | A,B,D,E |
| Oct 2013 | Commenced program designing | Began deciding and finalizing things such as file structures, algorithms and time frame, etc. | - | 17th Oct 2013 | B,C |
| Oct 2013 | Commenced program coding | Began the actual coding of the program in Java using JCreator | - | 10th Jan 2014 | C |
| Jan 2014 | 1st Version of Program Complete | First basic functional version of the program is completed | - | 10th Jan 2014 | C,D |
| Jan 2014 | Commenced coding for validation and verification. | Started programming for data validation and verification checks | - | 24th Jan 2014 | C,D |
| Jan 2014 | Commenced program testing | Started testing the program for errors, bugs, etc. | Included functionality testing, data testing and runtime testing, etc. | 3rd Feb 2014 | C,D,E |
| Feb 2014 | Completed program handed over | The fully completed version of the program handed over to the client | The program was handed over so that it could be used by the client to give his feedback | 7th Feb 2014 | D,E |
| Feb 2014 | Further improvement meeting. | Held a meeting with Mr. Wright to discuss the success of the product/program | Final meeting held with Mr. Wright to discuss the scope and aspects of further improvement. | 12th Feb 2014 | D,E |