**🚀 Project Chetana – Daily Progress Report**

📅 **Date:** [DD/MM/YYYY]  
👤 **Reported by:** [Your Name]

**1️⃣ Task Summary (Completed Today) 📌**

✅ **Hardware**: [List any hardware-related tasks completed, e.g., component testing, integration]  
✅ **Software**: [Mention backend/frontend/API/ML model progress]  
✅ **Meetings & Discussions**: [Brief notes on any team discussions or decisions]

**2️⃣ Ongoing Tasks (In Progress) 🔄**

📍 **Hardware**: [Tasks currently being worked on]  
📍 **Software**: [Development updates, pending tasks]  
📍 **Testing**: [Ongoing debugging, error handling]

**3️⃣ Roadblocks / Issues 🚧**

⚠️ **Challenges Faced:** [Mention any blockers, errors, delays]  
⚠️ **Support Needed:** [Specify if you need help from a team member]

**4️⃣ Plan for Tomorrow 🎯**

📌 **Next Steps:** [What’s planned for tomorrow]  
📌 **Priorities:** [High-priority tasks to focus on]

**5️⃣ Additional Notes 📝**

📢 **Announcements, important reminders, or extra comments**

This format ensures **clear tracking of daily progress** and makes it easier to **identify roadblocks** while keeping the project on schedule. Let me know if you’d like any modifications! 🚀