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|  | Adama Science and Technology University  School of Electrical Engineering and Computing  Department of Computer Science and Engineering  Computer Science and Engineering Club | | | |  |  |  |
| Weekly activity report | | | | | | | |
| summary | | | | | | | |
|  | | | | | | | |
| Report Date | | WEEK - 1 | Division / responsibility | Prepared By | | | |
| February 25, 2021 | | Feb 15, 2021 – Feb 21, 2021 | Competitive Programming Division Head (CPD) | Mebatsion Sahle | | | |
| Status Summary | | | | | | | |
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As the first week of the work, me and my associates tried to do works that needs more priority.

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| Project Overview | | | | | | | |
|  | | | | | | | |
| task | | % Done | Due date | | | driver | notes |
| Filtering existing members and collecting data of last year results | | 100 | Feb 15 – Feb 21 | | | Mukerem Ali, Ahmed Hibet | Was collected from members and from previous data sheets. Result => total 42 members |
| Meeting with executive committee | | 100 | Feb 15 | | | Mukerem Ali | Setting Work plans for the week ahead |
| Creating Subdivisions | | 100 | Feb 16 – Feb 17 | | | Mebatsion Sahle | Competitive Programming(ICPC)   * Ahmed Hibet   Data Science Towards AI   * Yohannes Melese   Cybersecurity   * Elias Amha |
| Registration to recruit new CPD members | | 100 | Feb 15 – Feb 17 | | | Mebatsion Sahle, Wendirad Demelash | 147 students registered |
| **Preparation for Competitive Programming entrance exam day** | | - | - | | | - | - |
| Give training about the Andalus CPOJ for some existing members | | 100 | Feb 18 | | | Elias Amha |  |
| Give a tutorial for the registered students | | 100 | Feb 19 | | | Wendirad Demelash, Admasu Abera, Temkin Mengistu, Biruk Alamirew |  |
| Assigning existing members to give tutorial for new coming students. | | 100 | Feb 19 | | | Mebatsion Sahle, Yonatan Assefa | Less students than expected |
| Assigning existing members to prepare questions for new coming students. | | 100 | Feb 14 – Feb 17 | | | Mukerem Ali |  |
| Assigning existing members to ready judge system (Andalus CPOJ) for new coming student’s entrance exam day. | | 100 | Feb 17 | | | Mukerem Ali, Mebatsion Sahle |  |
| Assigning existing members to examine, control judge system and supervise exam of new members. | | 99 | Feb 16 – Feb 20 | | | Mebatsion Sahle | Non-assigned members were at the lab |
| Requesting additional labs up to the vice president of academic affairs. | | 100 | Feb 18 – Feb 19 | | | Mebatsion Sahle | Labs were not available because misuse of class labs. |
| Preparing additional labs ready for the contest. | | 95 | Feb 20 | | | Abdul Majid Shemsu, Abdi Adem, Naila Abdallah, Bemnet Nikodimos, Meaza Nigusu, Admasu Abera | Checking code editors and connections, setting Wi-Fi |
| **Competitive Programming Division entrance exam day** | | - | - | | | - | - |
| Examine, Control Judge System and supervise exam of new members | | 90 | Feb 20, 2021 | | | Yohannes Melese, Elias Amha, Temkin Mengistu | Examining problem helping students up to answer of questions, question sample input output problems. |
| Judging the results and selecting the new members | | 98 | Feb 20 – Feb 21 | | | Mebatsion Sahle, Bemnet Nikodimos, Abdi Adem, Ahmed Hibet | Result total of **29** new members recruited  (13 from 2nd year & 16 from 3rd year) |
| **Post Competitive Programming entrance exam day** | | - | - | | | - | - |
| Released results of the recruited members | | 100 | Feb 21 | | | Wendirad Demelash, Israel Dawit | Posted on telegram @CSEC\_ASTU channel |
| Accepting complaints and resolve | | 100 | Feb 21 | | | Mebatsion Sahle | 2 complaints technical issue raised but resolved |
| Announce orientation day on Competitive Programming Division (ICPC) procedures. | | 100 | Feb 21 | | | Wendirad Demelash, Israel Dawit | Posted on telegram @CSEC\_ASTU channel and @CSEC\_CPD\_Official |
| Budget Overview | | | | | | | |
|  | | | | | | | |
| category | spent | | | % of total | on track? | | notes |
| **-** | **-** | | | **-** | **-** | | **-** |

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| Risk and issue history | | |
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| issue | ASSIGNED TO | DATE |
| **Work isn’t done (**Requesting additional labs up to the vice president of academic affairs.**)** | **Yohannes Fikru** | **Feb 25 2021** |
| CONCLUSIONS/RECOMMENDATIONS | | |
|  | | |

Doing anything or more days before is recommended. Plus make everything official.