Weekly Check-In Report

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Project Information

Project Manager: Niko Fan

Week Number: 14

Project Name: Entry-Level I.T Position

URL of Project Page: https://nikofan1.github.io/Calude-ProjectCharter/

Part 1: Refinement to Project Charter (5 pts)

Feedback provided by professor:

   No feedback from last week.

Explanation of Refinements:

   I updated my project charter background to match the season, just for fun.

Part 2: Weekly Status Report (10 pts)

[X]   Latest Status report has been added to Project Website

[X]   Includes all items

Part 3: Project Plan Update (10 pts)

[X]   Review overall Project Plan and track progress

[X]   Update the project tool items

[X]   Take screenshots of updated project plan

[X]   Screenshots have been added to the assignment

[X]   Write explanation of what changed this week

Explanation of Project Plan Changes:

   Nothing has changed — my project remains on track. I continued applying to job postings.

Time & Effort Tracking (10 pts)

[X]   Dedicated at least 90 minutes to meaningful project work

Brief Summary of Work Completed:

   I continued refining my elevator pitch and updating my project charter. I also kept an eye out for new job postings on Handshake and LinkedIn.