MCI Project Weekly Time Sheet

Team	22-N	Student ID	a1847791	Li-Ting Liao		Week starting: Feb 26 (Week 1)	

Day	Date	Time In	Time Out	Total hours	Task	How does it fit ito project plan?	Outcome/Next action
Monday	Feb 26			0	NA	NA	NA
Tuesday	Feb 27			0	NA	NA	NA
Wednesday	Feb 28	10:00 PM	6:00 PM	4	Meet with new team members in the lecture and discuss with team members to submit our project preferences in the workshop.	Submitting the project preferences on time to kickstart the project research as soon as possible.	Wait for Cruz's confirmation on the project result.
Thursday	Feb 29			0	NA	NA	NA
Friday	Mar 1			0	NA	NA	NA
Saturday	Mar 2			0	NA	NA	NA
			Total	4			

MCI Project Weekly Time Sheet

Team	22-N	Student ID	a1847791	Li-Ting Liao		Week starting: Mar 4 (Week 2)	

Day	Date	Time In	Time Out	Total hours	Task	How does it fit ito project plan?	Outcome/Next action
Monday	Mar 4	10:00 AM	12:00 AM	2	Prepare what to discuss for tomorrow's internal meeting.	Sets up regular communication channel with team member sas early as possible.	Review project brief.
Tuesday	Mar 5	2:00 PM	3:00 PM	3	Internal meeting: 1) Schedule weekly online group meetings. 2) Email client to introduce team and schedule first meeting. 3) Propose Discord for categorized discussions. 4) Create dedicated Google Drive for document sharing.	1) Enhances team communication and coordination. 2) Establishes communication with client and kickstarts project. 3) Improves organization and efficiency in team communication. 4) Streamlines document management and collaboration within team.	1) Set recurring meeting time and platform. 2) Await client response for meeting confirmation. 3) Discuss and implement Discord channels. 4) Share Drive link with team for access.
Wednesday	Mar 6	10:00 AM	11:00 AM	2	1) Answer client email. 2) Confirm client meeting time with team members.	Establishes communication with client.	Finalized the first client meeting is this Friday at 11 am via Zoom.
Thursday	Mar 7	10:00 AM	1:00 PM	3	Internal meeting: 1) Create a client meeting host's and minute taker's roster. 2) Put down questions to ask client in the meeting agenda for tomorrow's client meeting.	Make sure the client meeting will run smoothily.	1) Client meeting's roster is created and team members have filled it up. 2) I created the client meeting's agenda and minute templates in the shared Google Drive.
Friday	Mar 8	11:00 AM	1:00 PM	2	Client meeting: 1) Meet with the client. 2) Ask the client about the project scope. 3) Meet with some team members after the client meeting to clarify what we've learned from the client.	Have more clarities about the main functions of the WellSpace website from the project brief.	1) The main functions of the website includes basic landing page, educational content from the mental health experts, allowing users to post their discussions about the expert-led articles, and booking counselling sessions. 2) We can start search for ideas about how to implement them and prepare for more follow-up questons.
Saturday	Mar 9	10:00 AM	6:00 PM	8	Search existing website as example for WellSpace.	Sets the benchmark for the website we're going to build.	Record the similar website structure and will use the observed common structure as guideline for the pitch.
			Total	20			

MCI Project Weekly Time Sheet

Team	22-N	Student ID	a1847791	Li-Ting Liao		Week starting: Mar 11 (Week 3)	

Day	Date	Time In	Time Out	Total hours	Task	How does it fit ito project plan?	Outcome/Next action
Monday	Mar 11	1:00 PM	1:30 PM	0.5	Prepare for tomorrow's internal meeting: Gather some ideas and do some research to better understand client expectations from the project brief.	Identifies gaps and areas needing clarification or improvement.	1) Compile ideas and research findings. 2) List questions to address during the meeting.
Tuesday	Mar 12	2:00 PM	4:00 PM	2	Internal meeting: 1) Discuss to allocate team members to frontend and backend roles. 2) Divide website functions for pitch presentation.	1) Defines team responsibilities and aligns with project objectives. 2) Begins focused work on key aspects of the project.	1) Assign roles based on skills and preferences. 2) Outline tasks for each function and start work.
Wednesday	Mar 13	10:00 AM	6:00 PM	8	1) Post question on MyUni about main focus of pitch presentation. 2) Email client summarizing main website functions and preparation. 3) Start to search for backend related learning resources e.g. database.	1) Gathers input and ensures alignment with project objectives. 2) Ensures client understanding and aligns team efforts for client meeting.	1) Monitor responses and incorporate feedback. 2) Await client response and adjust presentation accordingly.
Thursday	Mar 14	10:00 AM	7:00 PM	9	1) Internal meeting: Finalize our draft pitch presentation for tomorrow's client meeting. 2) Search for backend related learning resources e.g. Express.js and Node.js	Ensures readiness and professionalism for client interaction.	Review and polish presentation for tomorrow.

Day	Date	Time In	Time Out	Total hours	Task	How does it fit ito project plan?	Outcome/Next action
Friday	Mar 15	9:00 AM	11:30 AM	2.5	Client meeting - I'm the host for today's client meeting, so I 1) Host client meeting, adding slides and discussing details. 2) Present follow-up questions on Events, Discussion, and User authentication.	1) Enhances client understanding and engagement. 2) Clarifies project requirements and gathers client feedback.	Document client responses and adjust project plan.
Saturday	Mar 16	1:00 PM	9:00 PM	8	1) Internal meeting: Discuss our draft pitch presentation. 2) Add sitemap to pitch presentation.	Ensures alignment with project goals and refines presentation.	Identify areas for improvement and make revisions.
			Total	30			

MCI Project Weekly Time Sheet

Team	22-N	Student ID	a1847791	Li-Ting Liao		Week starting: Mar 18 (Week 4)	

Day	Date	Time In	Time Out	Total hours	Task	How does it ito project plan?	Outcome/Next action
Monday	Mar 18	10:00 AM	3:00 PM	5	1) Search for backend related learning resources e.g. Schema and UML relationships. 2) Finalize my part of the pitch presentation (adding the sitemap to the pitch presentation).	1) Learning backend concepts ensures a better understanding of project requirements and enhances development skills. 2) Finalizing the pitch presentation aligns with project milestones, preparing for upcoming presentations and client interactions.	1) Found relevant resources and materials for backend development. 2) Added sitemap to the pitch presentation.
Tuesday	Mar 19	1:00 PM	4:00 PM	3	1) Propose backend stack to my backend teammates, and decided to use MongoDB with Express and Node. Also, plan for the API routes and git branches allocation.	1) Proposing and deciding backend stack establishes the foundation for development. 2) Planning API routes and git branches allocation ensures streamlined development process and collaboration.	1) Backend stack and development plan finalized. 2) API routes and git branches allocated.
Wednesday	Mar 20	2:00 PM	6:00 PM	4	1) Revised the pitch presentation based on tutor's feedback.	Revising the pitch presentation based on feedback ensures alignment with project goals and improves presentation quality.	Pitch presentation revised according to tutor's feedback.
Thursday	Mar 21	10:00 AM	3:00 PM	5	1) Research other existing websites and list out the key things that our project, WellSpace, are different from them. 2) List out backend's milestone 1 setup e.g. related APIs for the frontend website pages. 3) Proposed a list of tasks to finish for the milestone 1 to the team and I added my suggestion to the team's client agenda meeting for tomorrow.	1) Identifying key differentiators for WellSpace helps in positioning the project in the market. 2) Listing backend milestone 1 setup ensures clarity on development objectives. 3) Proposing tasks for milestone 1 and suggesting agenda items for the client meeting ensures project progress and client engagement.	1) Identified key differences of WellSpace from other websites. 2) Backend milestone 1 setup outlined. 3) Proposed tasks for milestone 1 and suggested agenda items for client meeting.
Friday	Mar 22	10:00 AM	2:00 PM	4	1) In the client meeting, briefly walk the client through my plan for backend's APIs in Milestone 1. 2) Do simple market research to provde that why we need WellSpace (compared to other existing mental health website).	1) Walking the client through backend API plan ensures client understanding and feedback incorporation. 2) Market research validates the project's purpose and identifies potential advantages over competitors.	1) Client briefed on backend API plan for Milestone 1. 2) Market research conducted, highlighting WellSpace's necessity.
Saturday	Mar 23	8:00 AM	1:00 PM	5	1) Revise the pitch presentation of my part (the introduction of the pitch) and started to draft the video transcript for myself. 2) Recorded the pitch video.	1) Revising the pitch presentation ensures alignment with the team's overall presentation and improves personal delivery. 2) Recording the pitch video completes the presentation preparation phase and allows for presentation submission.	1) Pitch presentation introduction revised and video transcript drafted. 2) Pitch video recorded.
			Total	26			

MCI Project Weekly Time Sheet

Team	22-N	Student ID	a1847791	Li-Ting Liao		Week starting: Mar 25 (Week 5)	

Day	Date	Time In	Time Out	Total hours	Task	How does it fit ito project plan?	Outcome/Next action
Monday	Mar 25	1:00 PM	4:00 PM	3	Finish the Executive Summary, the Project Motivation and the Communication Plan for the Business Case.	Essential for providing stakeholders with a clear overview, motivation, and plan.	Successfully finished Executive Summary, Project Motivation, and Communication Plan. Ready for review and feedback from the team.
Tuesday	Mar 26	10:00 AM	2:00 PM	4	Researching tutorials for CORS middleware.	Necessary for understanding CORS implementation in Express apps.	Identified and reviewed tutorials for CORS implementation.
Wednesday	Mar 27	12:00 PM	6:00 PM	6	1) Answer teammates' questions about the time needed for Backend's API setup for the Milestone 1. 2) Finish Project Overview & Scope in the Business Case. 3) Look for tutorials for mongoose and dotenv for backend.	1) Essential for coordinating team efforts and setting realistic timelines. 2) Crucial for providing stakeholders with a clear understanding of project scope. 3) Necessary for gaining knowledge on essential backend tools.	1) Provided teammates with estimated time for Backend API setup. 2) Successfully completed Project Overview & Scope section. 3) Identified and reviewed tutorials for mongoose and dotenv.

Day	Date	Time In	Time Out	Total hours	Task	How does it fit ito project plan?	Outcome/Next action
Thursday	Mar 28	10:00 AM	4:00 PM	6	1) Set up MongoDB. 2) Set up project base for backend. 3) Install libraries e.g. mongoose.	1) Essential for establishing database infrastructure. 2) Crucial for creating a foundation for backend development. 3) Necessary for integrating MongoDB and other functionalities.	1) MongoDB successfully set up. Proceed to next steps. 2) Backend project base established. Ready for further development. 3) Libraries (e.g., mongoose) installed successfully.
Friday	Mar 29	10:00 AM	3:00 PM	5	1) Format our current Business Case and Draft Plan document to be under 4 pages. 2) Upload all our meeting agenda and minutes so far. 2) Add a README.md for the entire Team-22N repository.	1) Necessary for ensuring concise and focused project documentation. 2) Essential for maintaining a comprehensive record of project discussions. 3) Crucial for providing an overview of the project and repository guidelines.	1) Successfully formatted Business Case and Draft Plan under 4 pages. 2) Uploaded all meeting agendas and minutes to the project repository. 3) README.md added to the Team-22N repository.
Saturday	Mar 30	10:00 AM	3:00 PM	5	Researching tutorials for cookie-parser and other middleware.	Essential for understanding how to implement middleware.	Identified and reviewed tutorials for cookie-parser and other middleware for backend.
			Total	29			

MCI Project Weekly Time Sheet

Team	22-N	**Student ID**	a1847791	Li-Ting Liao		**Week starting:**	Apr 1 (Week 6)

Day	Date	Time In	Time Out	Total hours	Task	How does it fit ito project plan?	Outcome/Next action
Monday	Apr 1	8:00 AM	2:00 PM	6	Implementing cookie parsing middleware.	Necessary for handling cookies in Express applications.	Successfully added cookieParser() middleware to the app.
Tuesday	Apr 2	10:00 AM	12:00 PM	2	Integrating CORS middleware to the API entry point.	Handling Cross-Origin Resource Sharing (CORS).	CORS middleware integrated and tested.
Wednesday	Apr 3	10:00 AM	2:00 PM	4	Learning how to drop collections in MongoDB.	Essential for database management and data seeding processes.	Successfully learned how to drop collections in MongoDB.
Thursday	Apr 4	10:00 AM	3:00 PM	5	Learning how to seed data in MongoDB.	Crucial for initializing database with sample data.	Successfully learned how to seed data in MongoDB.
Friday	Apr 5	10:00 AM	4:00 PM	6	Seeding data for doctors and users.	Initializing database with sample data.	Data seeded successfully.
Saturday	Apr 6	1:00 PM	9:00 PM	8	Configuring API routes for doctors and users.	Setting up endpoints for user and doctor functionalities.	Routes configured and tested.
			Total	31			

MCI Project Weekly Time Sheet

Team	22-N	**Student ID**	a1847791	Li-Ting Liao		**Week starting:**	Apr 8 (Week 7)

Day	Date	Time In	Time Out	Total hours	Task	How does it fit ito project plan?	Outcome/Next action
Monday	Apr 8	10:00 AM	4:00 PM	6	Defining doctor schema and model.	Structuring data for doctors in the database.	Doctor schema created and model defined.
Tuesday	Apr 9	10:00 AM	3:00 PM	5	Implementing doctor controller functions.	Handling CRUD operations for doctors.	Controller functions completed and tested.
Wednesday	Apr 10	10:00 AM	2:00 PM	4	Establishing authentication routes and controller.	Setting up user authentication endpoints.	Authentication routes and controllers implemented and tested.
Thursday	Apr 11	10:00 AM	3:00 PM	5	Integrating JWT authentication.	Securing routes with JSON Web Tokens.	Authentication with JWT successfully integrated.
Friday	Apr 12	10:00 AM	4:00 PM	6	Seeding data for blogs and reviews.	Populating database with sample blog posts and reviews.	Blogs and reviews seeded successfully.
Saturday	Apr 13	2:00 PM	6:00 PM	4	Defining blog and review schemas.	Structuring data models for blogs and reviews.	Schemas defined for blogs and reviews.
			Total	30			

MCI Project Weekly Time Sheet

Team	22-N	**Student ID**	a1847791	Li-Ting Liao		**Week starting:**	Apr 15 (Week 8)

Day	Date	Time In	Time Out	Total hours	Task	How does it fit ito project plan?	Outcome/Next action
Monday	Apr 15	10:00 AM	4:00 PM	6	Implementing blog and review controllers.	Handling CRUD operations for blogs and reviews.	Controller functions completed and tested.
Tuesday	Apr 16	1:00 PM	4:00 PM	3	Setting up API routes for blogs and reviews.	Configuring endpoints for blog and review functionalities.	Routes for blogs and reviews configured and tested.
Wednesday	Apr 17	10:00 AM	2:00 PM	4	Implementing blog publication API.	Allowing doctors to publish blogs.	Blog publication API implemented and tested.
Thursday	Apr 18	10:00 AM	3:00 PM	5	Implementing review API.	Enabling users to submit reviews.	Review submission API implemented and tested.
Friday	Apr 19	10:00 AM	4:00 PM	6	Implementing search functionality in API.	Adding search capabilities for doctors and blogs.	Search API implemented and tested.
Saturday	Apr 20	10:00 AM	3:00 PM	5	Implement error handling and response generation in controllers.	Review codebase for readability, maintainability, and adherence to best practices.	Refactor code as necessary to improve code quality and maintainability
			Total	29			