Criterion B: Record of tasks

Task Number	Planned Action	Planned Outcome	Time Estimated	Target Completion Date	Criterion
1	Initial meeting with client	Understand the problem and assess whether my abilities meet requirements	2 days	15th September, 2021	A
2	Discuss idea with computer science teacher	Ensure that Python solution is viable and idea is approved	1 day	16th September, 2021	A
3	Interview with client	Receive problem description, define success criteria	2 days: availability	18th September, 2021	A
4	Transcribe client interview and finish Criteria A	Both documents are successfully created and finalized	5 days	23rd September, 2021	A
5	Start designing the product	Draw interface prototypes and diagrams to show the processes	2 weeks	10th October, 2021	B
6	Consultation with client	Get design approved by client before programming	1 day	11th October, 2021	A, B
7	Identification of features to be tested	Finish detailed test plan	3 days	14th October, 2021	B
8	Read online, watch videos,	Understand the basics of SQL,	2 weeks	1st November, 2021	C

	teacher interactions	Tkinter, and Pillow (PIL)			
9	First product development stage	Create separate login screens for employees and manager	4 days	5th November, 2021	C
10	Connect database with code	Successfully implement mysql.connector	2 days	7th November, 2021	
11	Second product development stage	Finish manager portal to add/modify/delete and view the employee database + manage budget	4 weeks	5th December, 2021	C
12	Testing and approval of stages 1 & 2	Check if aforementioned features are as desired by the client	3 days	8th December, 2021	B, D, E
13	Final product development stage and finish Criteria C	Finish employee portal to enter leaves, view details, and send feedback. Finish Criteria C documentation	5 weeks (intervened by other tasks and school break)	7th January, 2022	C
14	Product demonstration to client and teacher	Test features individually with client and advisor to ensure product is satisfactory	4 days (school reopening)	11th January, 2022	C, E
15	Incorporate client feedback to update product aesthetics	Improve GUI functions, import company logo, and edit color scheme	2 weeks	18th January, 2022	B, C

16	Final handover, testing, and feedback and finish Criteria E (implementation)	Allow client to test product, receive feedback and evaluate against success criteria, load the program on client computer. Finish Criteria E.	1 week	31st January, 2022	A, D, E
17	Record video showing program functionality	Video is successfully recorded and shared with teacher	2 days	8th February, 2022	D