# Project Logbook Template

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| **Name: obada** |
| **Project Title:** **AI-Powered Medical Imaging System** |
| **Date: 18–24 Aug 2025** |
| **Update on weekly research/tasks achieved**  **Completed surveys and interviews with radiologists, IT staff, and management.**  **Reviewed research papers and reports on AI in radiology.**  **Defined scope, requirements, and success metrics.** |
| **Any risks and/or issues identified?**  **Limited sample size may reduce reliability of results.**  **Some participants lacked strong knowledge of AI tools.** |
| **Problems encountered**  **Difficulty scheduling interviews with busy staff. Solved by switching to short online surveys.** |
| **New ideas and change of project direction**  **Decided to use both primary and secondary research to balance local and global insights.** |
| **What have I learnt about myself this week?**  **Learned that I can adapt quickly when plans don’t work out.**  **Felt more confident combining real feedback with external studies.** |
| **Tasks planned for next week**  **Start drafting Risk Management Plan.**  **Begin initial budget preparation.** |
| **Project plan status to date ( on, ahead, behind): On track** |
| **Supervisor comments to address** |
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| **Name: Obada** |
| **Project Title:** **AI-Powered Medical Imaging System** |
| **Date: 25–31 Aug 2025** |
| **Update on weekly research/tasks achieved**  **Developed Risk Management Plan with five risks.**  **Completed Probability Chart, Impact Chart, and Probability/Impact Matrix.**  **Drafted Change Management Plan (Awareness, Readiness, Resilience).** |
| **Any risks and/or issues identified?**  **High probability of data breaches.**  **Medium risk of staff resistance to AI adoption.** |
| **Problems encountered**  Hard to decide how detailed risk descriptions should be. Solved by comparing staff input with literature. |
| **New ideas and change of project direction**  **Added a phased deployment (pilot first) to minimize disruption.** |
| **What have I learnt about myself this week?**  **Found it useful to link risks directly to research results.**  **Improved my ability to translate data into a practical plan.** |
| **Tasks planned for next week**  **Finalize project budget using the Excel template.**  **Complete Change Management Plan in more detail.** |
| **Project plan status to date ( on, ahead, behind): On track** |
| **Supervisor comments to address** |
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| **Name: Obada** |
| **Project Title:** **AI-Powered Medical Imaging System** |
| **Date: 1–7 Sep 2025** |
| **Update on weekly research/tasks achieved**  **Finalized budget ($114,800 within hospital’s approved range).**  **Completed Change Management Plan with detailed awareness, readiness, and resilience measures.**  **Wrote Software Development Methodology (Waterfall).**  **Finished Performance Review and Project Evaluation sections.** |
| **Any risks and/or issues identified?**  **Needed to adjust budget categories to fit template and stay within range.**  **Tight deadlines created pressure to finish quickly.** |
| **Problems encountered**  **Confusing Excel budget template at first. Solved by redistributing costs into correct sections.** |
| **New ideas and change of project direction**  **Increased focus on staff training and support after realizing adoption is the key to success.** |
| **What have I learnt about myself this week?**  **Learned I can work well under deadline pressure.** |
| **Tasks planned for next week**  **Submit final report and reflect on feedback.** |
| **Project plan status to date ( on, ahead, behind): on time** |
| **Supervisor comments to address** |
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