Timesheet

Member Name: Ao Li

Team name: Superstars

Tutor: William Tio

Date: 03/04/2017

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| **Date** | **Activity** | **Planned** | **Actual** |
| Monday 03 April | Reading Assignment spec and case study | 1 hour | 1 hour |
| Monday 10 April | Attend meeting 1 | 1 hour | 1 hour |
| Wednesday 12 April | Thought our team name | 1 hour | 1 hour |
| Monday 17 April | Establish team norms | 1 hour | 1 hour |
| Thursday 20 April | Decide risk register | 1 hour | 1 hour |
| Monday 24 April | Attend meeting 2 | 1 hour | 1 hour |
| Friday 28 April | Define desired features (epic user story) | 5 hours | 5 hours |
| Monday 01 May | Attend meeting 3 | 1 hour | 1 hour |
| Friday 05 May | Groom product backlog | 5 hours | 8 hours |
| Monday 08 May | Attend meeting 4 | 1 hour | 1 hour |
| Wednesday 10 May | Select release features and provide reasoning | 1 hour | 1 hour |
| Friday 12 May | Plan features to be released | 1 hour | 1 hour |
| Monday 15 May | Attend meeting 5 | 1 hour | 1 hour |
| Tuesday 16 May | Verify accuracy of estimates | 1 hour | 1 hour |
| Tuesday 16 May | Plan feature implementation dates | 1 hour | 1 hour |
| Wednesday 17 May | Document risks by feature | 1 hour | 1 hour |
| Wednesday 17 May | Review effort estimations(PMP) | 1 hour | 1 hour |
| Thursday 18 May | Monitor team velocity(PMP) | 1 hour | 1 hour |
| Friday 19 May | Document risks by feature | 1 hour | 1 hour |
| Friday 19 May | Review effort estimations(PMP) | 1 hour | 1 hour |