

MCI Project Weekly Time Sheet

Team: 07

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Week starting: 15/5/2023

Day	Date	Time In	Time Out	Total hours	Task	How does it fit project plan?	Outcome/Next action
Monday	15-May	3:00 PM	6:00 PM	3	Previewed the lecture content to enhance understanding. Prepared for the Monday's group meeting by compiling relevant data and information.	The tasks aligned well with the project plan. The key learning goal for the week was set to complete testing and continue with Milestone 2.	The learning objectives for the week have been established and project management has been carried out. The primary focus now is to implement the outlined tasks and follow the schedule.
Tuesday	16-May	10:00 AM	5:00 PM	7	Improved the project based on feedback and new insights.	The improvements made to the project have significantly helped in furthering the completion of the project.	We altered the system's pop-up style and content, and added new warning prompts to improve user experience.
Wednesday	17-May	2:00 PM	8:00 PM	6	Prepared for the client meeting. Participated in the client meeting, discussing project progress and client requirements.	The client provided valuable feedback that will aid in the improvement of our project.	While the project is progressing well, there are areas for improvement, such as pop-up content and error testing, which were highlighted during the client meeting.
Thursday	18-May	12:00 PM	3:00 PM	3	Made changes to the project as per the feedback provided by the client.	The targeted modifications help to tailor the project to better meet user expectations.	Updated the prompts used in the project to provide clearer guidance for users. Added comments to enhance project readability and maintainability.
Sunday	19-May	3:30 PM	7:30 PM	4	Conducted tests on the project to identify any errors or bugs.	Testing is an indispensable part of the project. It allows us to identify and improve on the product's shortcomings.	Some bugs were identified and have been added to the list of changes to be implemented in the next phase of the project. Regular testing will be continued to ensure optimal performance.
Total				23			