

## MCI Project Weekly Time Sheet

Team Team 07 Student ID a1781257

Week starting:

5/06/2023

Day	Date	Time In	Time Out	Total hours	Task	How does it fit into project plan?	Outcome/Next action
Monday	5/06/2023	7:00 PM	10:00 PM	3	Contribute to testing and identifying bugs in the current project	Thorough testing is integral to the development process, ensuring that the application functions as expected and delivers a smooth user experience	With the bugs identified and resolved, continue monitoring the software for any additional issues
Tuesday	6/06/2023	2:00 PM	6:00 PM	4	Spend time working on the final report for the project. Read the requirements and example on Moodle. Create the basic structure of the report	Writing the final report is a significant task in the personal final stages of this course	After creating the basic structure start write the report according to the structure
Wednesday	7/06/2023	10:00 AM	6:00 PM	8	Continue working on the final report, complete the Abstract and Introduction sections	Writing the final report is a significant task in the personal final stages of this course	After completing the introductory parts, proceed to the next sections of the report, systematically fleshing out each part.
Saturday	10/06/2023	6:00 PM	10:00 PM	4	Participate in group and client meetings, taking notes during client meeting	Regular team and client meetings are important especially before the final demo next week	Review and share the meeting notes to the team ensuring all the suggestions that the client mentions achieve in the final demo
Sunday	11/06/2023	2:00 PM	7:00 PM	5	Adjust the presentation contents and practice delivering my sections according to client feedback	Ensures that the final presentation accurately reflects the project's achievements and is aligned with the client's expectations.	After making adjustments based on the client's feedback, continue practicing sections to ensure smooth delivery. The team decide to do a practice presentation together on next Tuesday evening.
Total				24			