

Group 16

Summary Progress Report

Author: Rhodri Pearce

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Department of Computer
Science Aberystwyth
University Aberystwyth
Ceredigion SY23 3DB
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Contents

1.0 Introduction	3
1.1 Purpose of this document.....	3
1.2 Scope.....	3
1.3 Objectives.....	3
2.0 Project Summary Report.....	4
References	5
Change History.....	5

1.0 Introduction

1.1 Purpose of this document

This is the first weekly summary progress report for group 16. This document describes the tasks that are currently being undertaken by members of the group and our progress towards completing them.

1.2 Scope

This document summarises the progress of the group as a whole. It does not describe in detail the work and participation of individual group members.

1.3 Objectives

The main objective of this document is to summarise the progress of the group so that it can be reviewed and then used to evaluate whether or not we are on schedule. It will also help identify where improvements can be made and whether or not members need to be added or removed from certain tasks.

2.0 Project Summary Report

Since the last group project tutorial on 16/10/2015 the group has worked on the first deliverable which is due in a week Friday (30/10/2015). The vast majority of time has been spent working on task SE_16_DS_01 and SE_16_DS_02, which are the tasks responsible for the Interaction and high level design for the system for the user application and website. The tasks have gone well and are almost completed. We have arranged a review meeting for this weekend but the time is yet to be confirmed. As well as the “Interaction and high level design for the system” work I have also created a project plan that we will use to keep on track as the project progresses.

We have also began to look into the next deliverable which is due in on 13/10/15. In the next tutorial and over the next week we’ll be reviewing our first deliverable and making any changes if necessary before submitting it next week.

Time Spent by each group member

Group Member	Time Spent (hours)
Robert Mouncer	6
Rhodri Pearce	6
Max Limbu	2
Greg Sharpe	2
Richard Jones	7
Emil Ramsdal	5
Archie Strange	9
Daniel Thompson	2

Time spent on tasks this week

	Hours Budgeted	Hours Spent	Hours needed to complete
SE_16_DS_01	20	12	2
SE_16_DS_02	20	9	2
SE_16_TS_01	20	4	15
SE_16_PM_01	5	6	0

Time allocated for the project

	Hours Budgeted	Hours Spent	Hours needed to complete
Project	640	39	601

References

[1] Project Task List, R. M. Pearce, SE_16_PM_02, 1.0 Release

Change History

Version	CCF No.	Date	Changes Made To Document	Changed By
1.1	N/A	23/10/15	Status of document changed from draft to review	Rhodri Pearce – rhp14
1.2	N/A	24/10/15	Errors corrected with timesheets	Rhodri Pearce – rhp14
1.3	N/A	25/10/15	Status of document changed from review to release	Rhodri Pearce – rhp14