Group 16

Summary Progress Report

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1.0   Introduction

1.1 Purpose of this document

This is the 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. This week we focused on the completion of the first deliverable.

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.

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2.0 Project Summary Report

Since the last group tutorial on 20/11/15 the group has continued to work on the next deliverable which is the final design for the system. We had a review meeting on Wednesday to discuss the progression of the deliverable and made a few adjustments to ensure that the work would be completed on time. Our working efficiency has suffered slightly in the past fortnight as the entire group have had a big work load with other modules. However the deliverable was completed on time and we also improved on some of the points raised in the feedback for the first design deliverable.

Group Member	Time Spent This Week (hours)	Time Spent in Total
Robert Mouncer	5	25
Rhodri Pearce	3	22
Max Limbu	2	19
Greg Sharpe	3	24
Richard Price-Jones	3	20
Emil Ramsdal	3	20
Archie Strange	2	23
Daniel Thompson	2	17

	Hours Budgeted	Hours Spent (This Week)	Hours needed to complete
SE_16_DS_02	20	9	0

	Hours Budgeted	Hours Spent	Hours needed to complete
Project	640	172	468

Change History

Version	CCF No.	Date	Changes Made To Document	Changed By
1.1	N/A	2015-11-28	Format changed to suit design specification. Changed to be reviewed	Robert Mouncer – rdm10
1.2	N/A	2015-11-29	Changes made following review	Robert Mouncer – rdm10
1.3	N/A	2015-11-29	Changed to release version	Robert Mouncer – rdm10