

Weekly Time Sheet
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Team 2

Global Distributed Software Development WS 2020

Week 1: 11th November to 17th November

Date: 17.11.2020

Week 1 Activities

Date	Task	Status	Time Taken
11.11.2020	Read M1 document.	Completed	1 hour
13.11.2020	Collaborated with team via team meeting to decide, distribute and allocate tasks in M1 document.	Completed	0.5 hours
14.11.2020	Completed section 4: Initial list of functional requirements.	Completed	2 hours
14.11.2020	Completed section 5: List of non-functional requirements.	Completed	1 hour
14.11.2020	Completed section 8: Team and roles	Completed	1 hour
14.11.2020	Completed section 9: Checklist	Completed	1 hour
15.11.2020	Edited, proofread, compiled and formatted the M1 document by combining all team submitted sections of M1.	Completed	3 hours
16.11.2020	Email to professor to deliver Milestone 1 for review.	Completed	0.5 hours

To Do for next week

Tasks

Read Milestone 2 document
Collaborate with team to discuss and develop milestone 2 document
Work on tasks of Milestone 2 document
Create worklog document
Update GitHub repository