MANAGERIAL REPORT

FORMATION OF GROUP

1. WAN MUHAMMAD SHAHRIZAN BIN WAN FADHLIZAN
2. SYAFIQ HAZWAN BIN SHAHAR AMIR
3. PUTERI NUR SYAZZWANI BINTI BADARUDDIN
4. SHAHIRA IZWANIE BINTI SINAN
5. SHARIFAH NUR ASILAH BINTI SYED OMAR

ROLES AND ASSIGNED WORK FOR EVERY MEMBER

PROJECT LEADER - WAN MUHAMMAD SHAHRIZAN BIN WAN FADHLIZAN

* Ensure the project follows time-line and requirement of the assigned tasks of the project.

ASSISTANT LEADER - SYAFIQ HAZWAN BIN SHAHAR AMIR

* Moderates team discussion, keeps the group on task, and distributes work.

RESEARCHER - SHAHIRA IZWANIE BINTI SINAN

* Seek out information regarding the project to gain full understanding of the requirement of the project.

DESIGNER - PUTERI NUR SYAZZWANI BINTI BADARUDDIN

* Assist in create, design and final project preparation and estimating the time required to complete the task

REPORTER - SHARIFAH NUR ASILAH BINTI SYED OMAR

* Takes notes summarizing team discussions and decisions, and keeps all necessary records.

PROGRAMMER - ALL GROUP MEMBERS

Contributing parts of the coding to be compiled to create the system

PROJECT TIMELINE

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Group** | Zealots | | | | | |
|  |  |  |  |  |  |  |
| **Start Date** | 27th November 2017 | | | | | |
|  |  |  |  |  |  |  |
| **Submission Date** | 15th December 2017 | | | | | |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **ACTIVITIES** | **WEEK 9** | **WEEK 10** | **WEEK 11** | **WEEK 12** | **WEEK 13** | **WEEK 14** |
|  |  |  |  |  |  |  |
| Identify project's topic |  |  |  |  |  |  |
| Design algorithm and flowchart |  |  |  |  |  |  |
| Identify what kind of language for project |  |  |  |  |  |  |
| Creating Coding for project |  |  |  |  |  |  |
| Identify some errors on program |  |  |  |  |  |  |
| Fix the codes |  |  |  |  |  |  |
| Edit some extras |  |  |  |  |  |  |
| Run the program |  |  |  |  |  |  |
| Write technical report |  |  |  |  |  |  |
| Write managerial report |  |  |  |  |  |  |
| Submission |  |  |  |  |  |  |
| Demo |  |  |  |  |  |  |
| **Total Week** |  |  |  |  |  | **6 weeks** |

PROBLEMS FACED BY GROUP MEMBERS

1. Lack of time

Time is a major problem for our group members as we have to divide the time between our college projects and the assignments. Our schedule are also different so meeting for discussion are very difficult to be held.

2. Understanding of coding

Since we are all still struggling studying Fundamentals of Programming, another problem faced by us is the lacking of knowledge to create the system that meets the requirement of the task.

3. Place

The place to do the discussion is another problem for us as we all stay at different colleges of KK7, KK8 AND KK9. Therefore, it is difficult for us to set a place that everyone can easily go.

SOLUTIONS TO THE PROBLEM

1. Meeting discussion at night time

To solve our problem of lacking of time we all agreed to do the discussion at night time which most of us were free at that time and we divided our task to make it easier for us to do the work without us having to meet each other very often

1. Ask help from others

We did ask help from other friends regarding this project and a lot of idea that we get by asking people. We also brainstorming in our groups on how to do the coding.

1. KK7 as the meeting point

From the discussion on where to meet, we all agreed to meet at the middle point which is Kolej Kediaman Za’ba and made IS which the study area of the college as our place for having meeting.