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MSc Dissertation Project Monthly Attendance and Progress Report

**TO BE COMPLETED BY THE STUDENT, WITH COMMENTS FROM THE SUPERVISOR.**

Please complete all sections below

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| Name | Oyewale Victor Oyedele | Student ID | B01647927 |
| Supervisor | Rebecca Redden | Start Date | 3rd May, 2024 |
| Mode of Study | Online | Dates of Meetings  (include dates of all meetings) | 3rd May 2024  7th May 2024  14th May 2024  15th May 2024  21st May 2024  22nd May 2024  23rd May 2024  28th May 2024  30th May 2024  3rd June 2024 |

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| Description of Meetings | The introductory meeting was held for guiding we students on our MSc master’s dissertation and it serves as a foundational touchpoint, ensuring clarity and alignment on expectations, timelines, and resources. This meeting was crucial for setting the stage for successful project completion and fostering effective communication between students and supervisors.  The module co-ordinator provided an overview of the MSc Masters Project module, emphasizing its importance within the MSc programme. Students were informed about the module’s credit value (60 credits) and its integral role in their academic progression. The timeline of the project, including key milestones and submission deadlines, was outlined. Additionally, students were briefed on accessing essential resources and documentation available on the Aula online learning platform. This introduction includes an overview of their roles, responsibilities, and contact information, establishing a clear line of communication for students.  Emphasis was placed on the importance of choosing a project topic that aligns with the MSc programme pathway or specific modules, ensuring relevance and academic coherence. The co-ordinator explains the steps for selecting and confirming a project topic. This includes requirements for the project proposal, such as conducting primary research and practical work. Ethical considerations are highlighted, and students are informed about the necessity of obtaining their supervisor’s approval for the project specification.  Details about the role of the project supervisor are provided, including the expectation of approximately 15 hours of supervision. The meeting stresses the importance of regular communication and meetings with supervisors. Students are encouraged to maintain consistent updates and feedback sessions, fostering a collaborative and supportive supervision process. Guidelines for producing and submitting the interim report are discussed. The feedback process from the supervisor and moderator is explained, ensuring that students receive constructive input to refine their projects. |

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| Summary of work undertaken this month. |
| 1. **Choosing the Topic:** "Comparative Analysis of Project Management Software Using monday.com and Smartsheet for Team Collaboration."   **Research Question:** “How do the features, functionality, and performance of monday.com and Smartsheet compare in supporting effective team collaboration, and what are the key differences in their functionalities?”   1. **Drafted the Project Specification and made all recommended corrections from the supervisor for submission.**   **Overview and Aim:**   * To evaluate and compare monday.com and Smartsheet. * Aim: Provide insights for choosing suitable project management software for team collaboration.  1. **Applied for Ethical Approval:**   **Ethical Considerations:**   * Determine involvement of human subjects and data collection methods. * Fill out and submit the Ethical Approval Form with necessary details and signatures. * Ensure all documentation is complete and keep copies for reference.  1. **Research on more Reading List:**  * Relevant journal articles, conference papers, and industry reports.   All the above processes will help in having a solid foundation for starting the dissertation, meeting all administrative, ethical, and academic requirements. |

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| What work will you undertake next month? |
| With the topic chosen and the project specification and ethical approval process initiated, the focus now shifts to laying the groundwork for detailed research and practical work. The next steps involve a combination of continued literature review, detailed planning, and initial practical setup.   1. **Expand Literature Review:**  * Building a robust theoretical framework to support the comparative analysis. * Locating additional scholarly articles, books, and industry reports related to project management software, team collaboration, and specific studies on monday.com and Smartsheet. * Summarize and critically evaluate the findings, focusing on gaps in the existing literature that the research aims to fill. * Develop a theoretical framework that will guide the comparative analysis. This framework will highlight the criteria for comparison and the expected outcomes.  1. **Refine Research Design and Methodology:**  * Ensuring a clear, detailed, and practical approach to conducting the research. * Finalizing the research methodology, including the specific metrics and criteria for comparing monday.com and Smartsheet.  1. **Initial Setup of Practical Work:**  * Beginning the hands-on component of the dissertation by setting up the necessary tools and environments. * Creating accounts and setting up initial configurations on both monday.com and Smartsheet. * Developing initial prototypes that will be used to test and compare the features and functionalities of each platform. * Keeping detailed notes and documentation of the setup process, configurations, and any initial observations. |

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| Please detail reasons for any absence including the total number of days absent (annual leave, conference attendance, field research, ill health etc)? |
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| Statement from Supervisor (including any issues which should be brought to the attention of School, indication of satisfactory process thus far and whether or not attendance has been satisfactory) |
| Oyewale Victor Oyedele responds well to communication, organises her time well, attends meetings, attendance has been satisfactory and she has made satisfactory process thus far. |

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| Signed (student) | Updated form sent from student banner email address will suffice. | Date: 06/06/2024 | A signature on a white surface  Description automatically generated |
| Signed  (MSc Dissertation Supervisor) | A signature on a white background  Description automatically generated | Date | 06/06/2024 |