

Record of Tasks

Task Number	Planned Action	Planned Outcome	Time Estimated	Target Completion Date	Criterion
1	Brainstorm Possible IA Ideas.	A list of possible projects that can be done for the IA.	1 day	20/10/2020	A
2	Client Interview	Discuss with client the purpose of the IA and possible problems and solutions.	2 hours	05/11/2020	A
3	Defining the Problem	Write problem statement to establish project aim.	2 days	12/12/2020	A
4	Rationale	Plan how the problem is going to be solved and why.	2 days	16/12/2020	A
5	Success Criteria	Note down all the points that are going to define the success of the final product.	4 days	19/12/2020	A
6	Functional Decomposition Diagram	Deconstruct the required functions of the solution system.	1 week	15/01/2021	B
7	Entity Relationship Diagram	Establish the relationship between the tables of the database.	1 week	06/02/2021	B
8	Data Dictionary	Plan all the tables, fields and constraints of the database.	1 week	20/02/2021	B

9	Views	Plan all the fields to be extracted from tables to form the views.	3 days	09/03/2021	B
10	Data Validation	Plan all the data validation rules in the database forms and web-based application forms.	2 weeks	10/04/2021	B
11	Test Plan	Plan how we are going to test the final product against the success criteria.	1 week	20/04/2021	B
12	Learning MySQL	Learn all the basics of MySQL.	2 months	18/08/2021	C
13	Learning PHP and TCPDF	Learn all the basics of PHP and TCPDF.	2 months	18/08/2021	C
14	Table Creation	Write and execute the script for creating all the required tables.	2 weeks	05/09/2021	C
15	View Creation	Write and execute the script for creating all the required views.	2 weeks	25/09/2021	C
16	Setting Database Data Validation Rules	Set all the data validation rules on the fields of the tables.	2 weeks	15/10/2021	C
17	Designing the Homepage of the Web-based Application	Create the UI of the homepage using HTML and CSS.	3 days	02/11/2021	C
18	Creating the	Create the	3 weeks	25/11/2021	C

	Document Generation Tool	front-end pages of the document generation tool using HTML and CSS, and create the back-end PDF document generation functionality using TCPDF and PHP.			
19	Creating the Database Viewer Tool	Create the document viewer and filter functions using HTML, CSS and PHP.	2 weeks	10/12/2021	C
20	Setting the application-layer data validation rules.	Set all the data validation rules on the forms of the web-based application.	2 weeks	25/12/2021	C
21	Execute Test Plan	Test if everything in the final product works properly.	1 day	03/01/2022	D
22	Criterion D Video	Plan, screen-record and edit Criterion D video.	1 week	23/01/2022	D
23	Interview with Client	Show final product and evaluate together.	1 day	06/02/2022	E
24	Criterion E Documentation	Evaluation and Improvements	3 days	20/02/2022	E