|  |  |  |  |
| --- | --- | --- | --- |
| **PROJECT NAME:** | Cyber Incident Response Plan Objectives and Evaluation | | |
| **STUDENT NAME:** | **Thomas Davis** | | |
| **STUDENT ID:** | **103203475** | **WEEK #(& dates covered):** | **Week 1 (31 July – 6 Aug)** |

|  |  |
| --- | --- |
| **1.TASKS ACHIEVED DURING THE LAST WEEK** | **TIME SPENT** |
| **Had first team meeting**   * **Discussed plan to begin work and documentation** * **Discussed availability times** * **Discussed previously completed work in semester 1** | **30 minutes** |
| **Had first supervisor meeting**   * **Discussed work needed to be done in regards to documentation** * **Discussed our meetings and if we have reached out to client** | **30 minutes** |
| **Attended subject lecture** | **1 hour** |
| **Began reading / research on test plan and usability evaluation plan** | **2 hours** |
| **TOTAL WEEKLY TIME SPENT** | **4 hours** |
| **2.TASKS TO COME** | **EXPECTED COMPLETION** |
| **Have client meeting** | **Every week** |
| **Have further team and supervisor meetings** | **Every week** |
| **Look further into documentation and begin work on them (Usability evaluation plan and Test plan)** | **Week 2-3** |
| **3.ISSUES/PROBLEMS** |  |
|  |  |