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| **PROJECT NAME:** | Cyber Incident Response Plan Objectives and Evaluation | | |
| **STUDENT NAME:** | **Thomas Davis** | | |
| **STUDENT ID:** | **103203475** | **WEEK #(& dates covered):** | **Week 4 (21 – 27 Aug)** |

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| **1.TASKS ACHIEVED DURING THE LAST WEEK** | **TIME SPENT** |
| **Had 2 team meetings**   * **Discussed plan to begin work and development of program** * **Discussed plan of approach and designated work loads** * **Discussed completed documentation** | **1 hour** |
| **Had supervisor meeting**   * **Discussed work completed documentation and changes that need to be made** * **Discussed client meeting** | **30 minutes** |
| **Had client meeting**   * **Discussed program and client’s wishes** * **Clarified some questions** | **30 minutes** |
| **Begun research on Gradio UI and updates that need to be made** | **1.5 hour** |
| **Tested prototype from last semester and got a refresher on where the team was up to** | **1 hour** |
| **TOTAL WEEKLY TIME SPENT** | **4.5 hours** |
| **2.TASKS TO COME** | **EXPECTED COMPLETION** |
| **Have client meeting** | **Every week** |
| **Have further team and supervisor meetings** | **Every week** |
| **Recommence development of project – specifically Gradio UI** | **Week 5** |
| **3.ISSUES/PROBLEMS** |  |
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