



Summary Week Report

Project	MeetMe	Week	3
Responsible	Danijel Sokač	Date	12.11.2015.

Executive Summary

Timeliness

General Project Status	Fulfillment of Next Milestone
On track	On track

Results this week

Activity Owner(s)	Activity	Work load	Forecast	Result / Comment
MJ, MMK, FG, CC, DS	Meeting with supervisors	5	5	Weekly meeting with supervisors
CC	MoM	1	1	
MJ, MMK, FG, CC, DS	Project Plan revision meeting	5	5	Discussing comments from supervisor about Project Plan
All	Weekly meeting	7	7	
CC, MJ	Requirement, Design, revised Project Plan Presentation	10	10	
DS	Summary week report	1	1	
FG, DS	Design Document	13	12	
MMK	Requirement Document	3	3	
MJ, DS	Correcting Project Plan	4	4	
DS	Team management	3	3	

Comments / Experience / Problems

Comments:

- Week counting is from Thursday to Thursday because the meeting with the team is on Thursdays.

Experience:

- Team has starting to be more compact

Problems:

- Hard to gather whole team

Metrics

Working hours

Member	W1	W2	W3	Total
Danijel Sokač	8	9	17	34
Franceso Giarola	7	2	6	15
Joao Nadais	7	1	1	9
Armino Carvalho	8	8	1	17
Milica Jovanovic	7	8	11	26
Mohamed Mehdi Kaabi	7	11	6	24
Carolina Casali	10	8	9	27
Total	54	47	51	152