

<b>Project</b>	<b>Taraxacum</b>	<b>Week</b>	41
<b>Responsible</b>	Anne Jon Schoonhoven	<b>Date</b>	17-10-2011

## Executive Summary

### Timeliness

General Project Status	Fulfillment of Next Milestone
on track	slightly behind schedule

### Project Cost

Current Planned Cost	
Current Actual Cost	
Planned Project Cost	
Forecasted Project Cost	

## Results This Week

Activity Owner(s)	Activity	Work load	Fore cast	Result / Comment
AJ	Setting Up Communications	2	2	Everyone is contacted and has met eachother
MJ	Writing Parts of project plan	4	4	Wrote introduction of project plan
MJ, AJ	SVN backup	4	4	SVN repository is being backed up
MJ, AJ	Trac Setup	4	4	Trac worksuite is running
MJ, MP	VM setup	4	4	VM is up and running
LJ, AJ, AF, ST	Requirements Engineering	24		Draf Requirements plan is almost finished
MP	Code Policy	2	2	Draft finished
ST, TB	Project Plan Presentation	8	8	Presentation is presented
AJ, AF, LJ	Contacting Customer	6	6	Contacted Customer, requirements gathered and discussed.
AJ	Contacting Supervisor	2	2	Contacted Supervisor, project progress discussed.
MJ, MP	Writing minutes of meeting	2	2	MoM present in the DSD website
ALL	Attending Class	4	4	
AJ, MJ	Preparing project plan	8	8	Project plan presentation draft finished

## Activities Planned for Next Period

Activity Owner(s)	Activity	Work load	Result / Comment
LJ, AJ, AF, ST	Requirements Engineering	24	Basic requirements plan finished
MP	Code Policy	2	Code Policy Finished
ST	SVN Policy	3	SVN Policy Finished
AJ, MJ	Project Plan	6	Project plan finished
TB, MJ, MP	Design Description	18	Draft requirements plan finished

AJ, MJ	Presenting Project Plan	8	Project Plan presented to teachers and students.
AJ, MJ	Setup Project Management Software	8	Near future tasks and activities defined.

## Action List

Task	Responsible	Comment
Discussing Project Progress with SV	AJ	
Discussing Project Requirements with SV	AJ, LJ	Projects requirements defined

## Comments / Experiences / Problems

Involved	Description	Response
MP, MJ	VM setup, memory usage of application was too heavy	Discussed with Marin, VM is currently running
ST	Project description not clear	Discussed project description with AJ, description is clear.
LJ, AF	Need to discuss requirements with team members	Discussion planned on Tuesday 18/10

## Metrics

### Milestones

Id	Milestone Description	Responsible Dept./Initials	Finished week				Metr	Rem
			Plan	Forecast		Actual		
				Week	+/-			
M-01	Project Plan draft	AJ	41	41				
M-02	Project Plan	AJ	41	41				
M 03	Requirements Plan Draft	LJ	41	41				
M 04	Requirements Plan	LJ	41	41				
M 05	Design Description Draft	TB	42	42				

### Working Hours

Member	W41	Total
Bronić	13	
Farid	9	
Jiang	12	
Juric	19	
Petrina	8	
Schoonhoven	23	
Tarar	20	
<b>Total</b>	<b>104</b>	