



Summary Week Report

Project	Taraxacum	Week	48
Responsible	Anne Jon Schoonhoven	Date	05-12-2011

Executive Summary

Timeliness

General Project Status	Fulfillment of Next Milestone
Behind schedule	Behind schedule

Project Members

Full Name	Initials
Bronić, Tomislav	TB
Farid, Adil	FA
Jiang, Li	LJ
Juric, Magdalena	MJ
Petrina, Mateo	MP
Schoonhoven, Anne Jon	AJ
Tarar, Shahid	ST

Week Summary

Last week was a little problematic for the project. Although we had agreed on a whole list of tasks and features we wanted to process, a couple of our team members lacked the time of doing their tasks. There was lack of communicating this issue with the management members, which resulted in a project delay. We experienced the phenomenon of “Hope Creep”¹ in our team.

Our action plan for next week is to get keep up with the schedule again. Also, we want to intensive communication. Our project manager is going to discuss the status and future progress of the project with each team member to ensure that every essential information is shared.

¹ <http://www.projectmanagementquestions.com/2023/what-is-hope-creep>

Results This Week

Activity Owner(s)	Activity	Work load	Fore cast	Result / Comment
MJ, AJ	Write Requirements	5	6	
LI	Fix latest reported bugs	2	4	Bugs fixed
AF, ST	Write Test case	5	8	Test cases 2 nd Iteration ready
AF, ST	Implement Watir integration testing framework	6	8	Test cases 1 st Iteration transformed to Watir code
AF, ST	Update Test document	12	8	Test plan draft ready
MP, LI	Implement new features	10	18	Features working
MJ	Update Model	5	8	Model according to new Requirements
AJ	Update template	4	12	Template in sync with development
AJ, MJ	Management	20	16	
AJ	Supervisor meeting	1	1	
TB	Populate DB	1	4	DB contains reasonable data

Activities Planned for Next Period

Activity Owner(s)	Activity	Work load	Result / Comment
MP, LI	Write Coding documentation	4	Report of coding experiences, update code policy
MP, LI	Implement new features	24	Features working
AJ	Write Additional features	4	Ready to implement
MJ	Update model	8	Model usable for frontend
AJ, MJ	Management	12	
AJ	Update Template	8	Template in sync with development
AF, ST	Completing Test document	4	Test document hand in ready
ST	Test implemented features	4	
AF, ST	Implement Watir testcases	12	Water testcases ready to run
AF	Write additional testcases	4	
TB	Write Unittest	8	Backend tested

Action List

Task	Responsible	Comment
Contact Customer and Supervisor about Progress	AJ	
Plan Global Meeting	AJ	
Check SVN	ST	

Comments / Experiences / Problems

Involved	Description	Response
ALL	P: Implementing of features and other tasks are delayed	Discussed status with each other. There was an issue considering sharing progress status. Because of this, management wasn't able to steer the project correctly. We will focus more on sharing progress status the next weeks.

Metrics

Milestones

Id	Milestone Description	Responsible Dept./Initials	Finished week				Metr	Rem
			Plan	Forecast		Actual		
				Week	+/-			
M-01	Project Plan draft	AJ	41	42	+1	42		
M-02	Project Plan	AJ	42	42	0	41		
M-03	Requirements Plan Draft	LJ	41	42	+1	42		
M-04	Requirements Plan	LJ	42	42	0	41		
M-05	Design Description Draft	MJ	42	42	0	42		
M-06	Design Description	MJ	43	43	0	43		
M-07	Test plan Prototype 1	ST	45	45	+1	46		
M-08	Prototype 1	MP	46	46	46	46		
M-09	Test plan Prototype 2	AF	49	49				
M-10	Acceptance Test plan Draft	AF	49	48	0	48		
M-11	Prototype 2	MP	50	50				

Working Hours

Member	W41	W42	W43	W44	W45	W46	W47	W48	Total
Bronić	13	12	8	12	13	8	20	2	88
Farid	9	14	7	9	12	10	20	12	93
Jiang	12	16	8	6	10	13	12	10	87
Juric	19	21	18	16	17	8	22	20	141
Petrina	8	10	8	10	15	13	11	6	81
Schoonhoven	23	27	17	17	18	15	25	27	169
Tarar	20	25	8	8	14	8	10	16	109
Total	104	125	74	78	99	75	120	93	768