

Weekly Individual Report

James Stevenson

Ratified By: Rob Walker - Documentation Manager

WEEK COMMENCING: 04/12/23	
MEETINGS ATTENDED:	DURATION:
04/12/23	3 hours
07/12/23	1.75 hours

HOURS WORKED:							
Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Total
3	0	0	1.75	0	0	0.5	5.25

Work Completed:

- fixing up QA manual sections based on feedback from stuart
- fixing up functional spec sections based on feedback from stuart
- discussed and agreed contracts with BookCook selling graphics and text buying video and audio