

# Weekly Individual Report

James Stevenson

Ratified By: Rob Walker - Documentation Manager

WEEK COMMENCING: 08/01/24	
MEETINGS ATTENDED:	DURATION:
08/01/24	1 hours

HOURS WORKED:							
Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Total
1	0	0	0	0	0	0	1

## Work Completed:

- discussed starting the presentation
- discussed HTML Tour
- discussed personal reports
- set deadline for weekly reports