

Weekly Individual Report

Josh Bradley

Ratified By: Rob Walker - Documentation Manager

WEEK COMMENCING: 22/01/24	
MEETINGS ATTENDED:	DURATION:
23/01/24	0.75 hours

HOURS WORKED:							
Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Total
0	5.5	6	7.25	0	0	0	18.25

Work Completed:

- Updated Individual report template to include timesheet
- Financial Business Plan
 - Section 2 "Our Company"
 - Edited Section 1.1, 1.2
 - Added Section 1.3 "The Product"
- Created new member role diagram for FS and FBP
- Tweaked formatting of QA and added new diagram
- Tweaked formatting of FS
- Created Folder for submission
- Corrected Selling contracts
- Ratified James' Report
- Ratified Some Weekly Reports
- HTML Tour
 - Slide 2 QA Manual
 - Slide 3 Functional Spec
 - Slide 7 Contracts
 - Slide 8 Meetings and Agendas
 - Slide 9 Timesheets