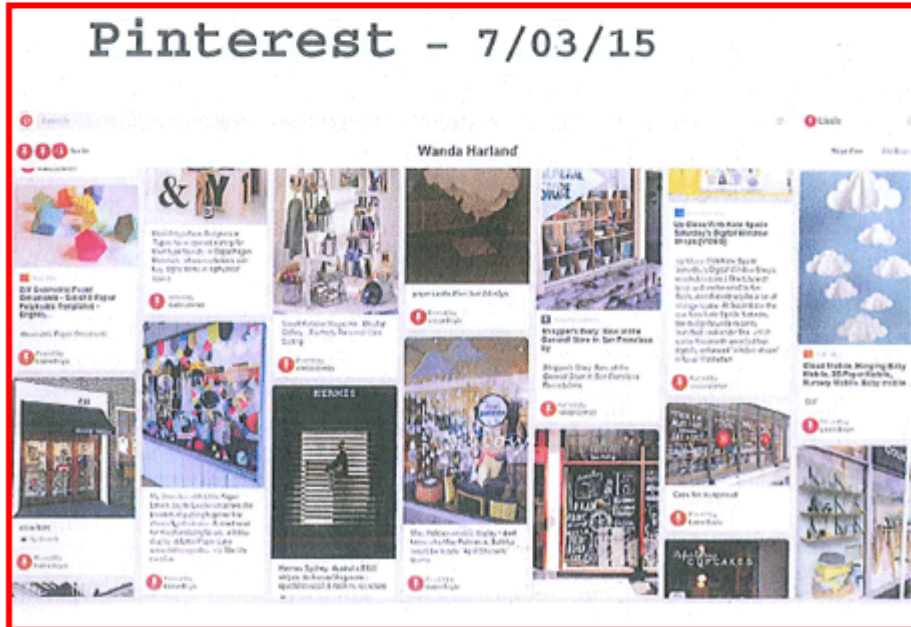


Project Management tool: Google Calendar		Student 1: Low Excellence
Helpful (to achieving the objective)	Harmful (to achieving the objective)	NZQA Intended for teacher use only
<p>Strengths</p> <ul style="list-style-type: none"> It connects directly to your Gmail account – accesses your contacts and dates / appointments connected to your email. Can be shared with others, ideal for group work Reminders and alerts can be set to each entry Get reminders sent to you by text 	<p>Weaknesses:</p> <ul style="list-style-type: none"> Does not sync well with any apple calendars Only an android app – not convenient as some group members have apple No list function – hard to tell if you have completed the day's tasks. Can't add subtasks. 	<p>College Design Project</p> <p>1</p> <p>to sales -</p> <p>Hi, my name is [redacted] and I am a year 13 student from [redacted] college. Currently in design we are doing a school project where we design a shop window for a retailer. My group and I were wondering if we could do so with your shiop. I have attached a letter from my Teacher with further information.</p> <p>Yours sincerely, [redacted]</p>
<p>Opportunities</p> <ul style="list-style-type: none"> Complements other google software Has similar format to my written diary so easy to transfer information in same layout. Online product, so likely to improve 	<p>Threats</p> <ul style="list-style-type: none"> The google account I use is the school google account. If the school system goes down, then I dont' have access to the project calendar If there is no access to internet, I can't get access to the calendar or any information. 	
<p>Summary: I will not be using google calendar as I do not believe it is necessary for me to use as I will be using my written diary to note down important dates and can also enter these dates into Trello which has a great time managemet applications. Therefore I will be sent alerts for when tasks need to be completed by which is what my written diary lacked.</p>		

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PROJECT CRITICAL REVIEW POINT				
Date: 10/03/15		Critical review number: 2		
	Key milestones this week	Positives	Problems actual/anticipated	Next steps
Time frame	• We are up to date with all of our book work	• We have begun our Developments, will be able to complete them by the end of term.	• We spent longer on deciding what concept to develop than anticipated.	Complete development end of the week.
Materials	We decided what each aspect of our shop window will be made out of, eg 3-D cardboard.	• We have access to 3-D Printer - decided to use this • Decided the colour of our vinyl	• It will be difficult to find the exact wall paper or paint colour we want for the walls.	• Begin to gather all materials in preparation for construction next week.
Tools	• Finally getting colouring Pencils to finish our developments in the correct colours.	• Starting to use illustrator to begin to develop our vinyl stickers.		• Further construction next week • Do final mini with 3-D printers.
Equipment	Positive	Impress		Approve me
Research information	• Finding the wall paper design/inspiration for our wall paper development.	Always referring back to our research for information and also being able to draw new ideas from this.	Finding a suitable option/wall paper to cover the back wall of the site.	Further more type typography version
Stakeholders			Client hasn't emailed through the jpeg file of the logo	• Ask client to re logo • Send through our design
Specialist knowledge/skills	• Trying out our new Illustrator skills we learnt from Ethan.	• Had a clear idea and vision when we began our Illustrator developments.		•
Project management tools	• Begun to use trello for the first time.	• Pinterest was very efficient and effective while doing our research - all could add to same board.	• We have not accessed our trello account/used trello.	
Teacher sign off:	[Redacted]			