

Team Name: sddec21-19

Team Members: Emma Paskey, Andrew Dort, Kira Pierce, Joshua Slagle, Zachary Borchard

Report Period: Feb 1 - 14

### **Summary of Progress in this Period**

Team members met with and got to know each other during our initial meeting. We discussed areas of experience, but also talked about our excitement for the project.

The team scheduled and met with the project point of contact, Henry Duwe, and faculty advisor, Nick Fila. Group members posed questions about the project to gather information and build empathy for the project, its users, and their contexts. Additionally, the team identified questions that require further investigation (for example, where some of the resources might be hosted or legal concerns to be aware of).

Each member has shared their availability in order to build a schedule for team meetings.

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### **Pending Issues**

Our team does not have established and regular meeting dates yet. While we have quality notes and takeaways from our first investigative meeting, we have not compiled or discussed them as a group.

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### **Plans for Upcoming Reporting Period**

- Create an empathy map based on our takeaways from meeting with Henry Duwe and Nick Fila.
  - Identify our current unknowns and decide how to take action.
  - Write a basic team contract (establish regular meetings, how we want to handle biweekly reports, etc.)
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