

Team Name: sddec21-19

Team Members: Kira Pierce; Andrew Dort; Emma Paskey; Zach Bochard; Joshua Slagle

Report Period: Feb 14-Feb 28

Summary of Progress in this Period

Team Formation:

- Team has set up regular intra- and inter-team meeting times.
- Team has created and begun using work tracking tools (Trello, Slack).
- Design Document V1 Roles have been assigned.
- Team contract and roles have been created.

Design Work:

- Formal Requirements Document has had substantial V1 work.
- Formal Requirements Document has been verified with Advisor/Customer.
- Design Document work has tentatively started.

Misc:

- Team Read and Discussed Assignment: *Reflection – Team Expectations and Setting Roles.*
 - Team Created and Recorded Assignment: *Lightning Talk – Requirements & Engineering Standards.*
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Pending Issues

- We would like to do an Agile approach; however, no groundwork has been done yet on the Product itself or the infrastructure needed to support it
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Plans for Upcoming Reporting Period

- Finish Design Document
 - Finalize V1 of Formal Requirements Document
 - Infrastructure for Product should be 50% done
 - Initial work on prototype of UI should be started
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