

May1618: Graphalyzer

WEEKLY REPORT #1

Date: 1/11-1/17

Group number and Name: May1618

Client/Advisor: Ross Hendrickson/Simanta Mitra

Attendees/Role:

- Andrew Bowler - Webmaster
- Al Gomez-Estrada - Communications
- Michael Sgroi - Key Concept Holder
- RJ White - Key Concept Holder
- Taylor Welter - Project Leader
- Simanta Mitra - Advisor
- Ross Hendrickson - Client

Past week accomplishments

- ❖ We met as a team for the first time this semester.
- ❖ We set up weekly meetings with Workiva for 3:45pm on Fridays, starting next Friday 1/22.
- ❖ We set up monthly meetings with Mitra for demos/iterations, first meeting is next Thursday 1/21 and will discuss focus points for the semester.

Plan for coming week

- ❖ Meet with Mitra to discuss focus points for second semester.
- ❖ Meet with Workiva to discuss requirements and their priority for this semester.
- ❖ Plan Sprint 1 (1/22/16-2/5/16) and resume work on the project.

Pending issues

- ❖ Everyone is extremely busy this semester (Mitra included) so we're having a hard time setting up meetings.

Individual contributions

❖ Andrew

- ❖ Updated the website for Semester 2 - **½ hour**
- ❖ Attended SE 492 administration - **1 hour**

❖ Michael

- ❖ Started setting up Python REST file upload service - **7 hours**
- ❖ Attended SE 492 administration - **1 hour**

❖ Al

- ❖ Attended SE 492 administration - **1 hour**

❖ Taylor

- ❖ Attended SE 492 administration - **1 hour**

❖ RJ

- ❖ Attended SE 492 administration - **1 hour**

Individual hourly contribution

<u>NAME</u>	<u>Hours this week</u>	<u>HOURS cumulative</u>
Andrew	1.5	1.5
Michael	7	7
Al	1	1
Taylor	1	1
RJ	1	1