

Team Name: KLEMP

Report Number: 3

Reporting Week: 3

Summary of work completed in prior week:

This week we gathered information on our project and wrote down the discussion questions to ask the client at our meeting on Monday in a Google Doc shared with everyone in the group folder. We also got a basic website up and running with a few directories to the different requirements for the site.

Summary of work planned for next week:

Next week we will discuss any questions and concerns about the project in our meeting with the client. We will then organize the information we need to make the Virtual Campus, such as which buildings to photograph and what information will be attached to each point on the map.

Open issues and action plan to resolve them:

None to report

Project management summary

Team member	Tasks completed	Hours worked for week	Total hours
Amanda	Reports, discuss question for upcoming lecture	1	3
Odin	Create website, discuss question for upcoming lecture	1	3
Megan	Discuss question for upcoming lecture, plan meeting	1	3
Nikolai	Discuss question for upcoming lecture	1	2

Joseph	Discuss question for upcoming lecture	1	2
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Meeting summary

No definitive meeting. Team members periodically chatted on the discord server about what to ask the professor in the upcoming Q and A lecture.