<div align="center">

(Awesominds II)
Project Status Report #1
Sprint #1

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Period ending:	May 15th 2020

Team Name	Number of Units completed
Team Awesominds	0

Client:	Marty Donatelli

At the end of this week:

Number of units remaining in backlog	0
Number of units in progress	20
Number of units in review	0
Number of units completed this week	0
Number of new units identified (additional scope)	112

Describe any tasks that could not be completed and how these is being addressed:

Task	How is this being addressed?

Descripted any tasks that could not be completed and the impact:

Task	Impact

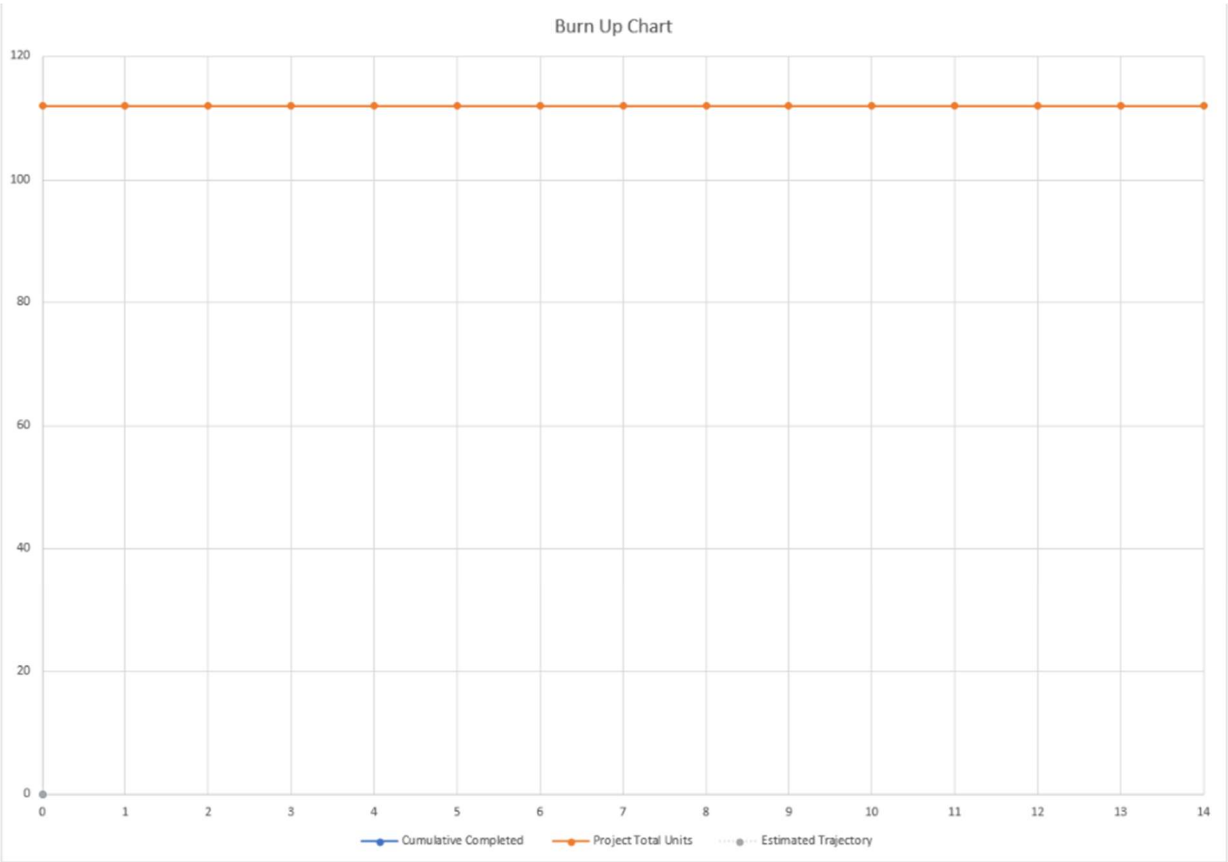**Sections of project charter people worked on:**
All tasks were collectively agreed upon

Person	Section of Project Charter
Adam	Executive Summary, Project Purpose/Justification, Business Objectives, Project Objectives and Success Criteria, Requirements
Jonghyun (James)	Project Deliverables, Project Approach, Summary Milestone Schedule, Conclusions
Walker	Desirables, Constraints, Assumptions, Change Management, Maintenance, Preliminary Scope Statement, Risks

Provide a schedule of this week's meetings and a summary. Include agenda, minutes.

Sprint	Project Total Units	Estimated Units This Sprint	Completed This Sprint	Cumulative Completed	Estimated Trajectory
0	112	0	0	0	0
1	112			0	0
2	112			0	0
3	112			0	0
4	112			0	0
5	112			0	0
6	112			0	0
7	112			0	0
8	112			0	0
9	112			0	0
10	112			0	0
11	112			0	0
12	112			0	0
13	112			0	0
14	112			0	0

Burn Up Chart

Agenda Capstone project

Walker, Adam, James

May 11 1pm via Skype

1. **welcome/introductions**
Took a while to get Marty into Skype

2. **review/approve/add to agenda**
No changes, approved

3. **Meeting dates and process**
Monday's at 1pm seems to be ok for everyone at this point

4. **Documents sent**
AM Schematic
First draft project charter
Team members received documents and reviewed them
Marty gave a brief verbal overview
Marty mentioned one addition to be made to the list of objectives. A purging feature
where an instructor can hit a button and purge all of the students and their data from a
class. This is necessary to free up space in the database
Team members indicated they would like to have a near completed draft by Wednesday.
Marty indicated he was available to answer any questions they may have.

5. **Student names and C numbers**
These are required for the students to get access to the college server
ACTION: team members – send Marty their full name and Cnumber

6. **Web servers updates**
Marty discussed his concern about getting access to the college's webservers. Been a
problem in the past. Camosun's ITS department is not quick/responsive to his requests.
Marty also discussed the pro's and cons of hosting this app on three different types of
     servers: private, camosun's, MS Azure
Marty Suggested that team members should be comfortable with MS Azure as the learning
     app may end up there.

7. **Team member questions**
 - Documents about current Awesomind II - Detailed requirements - Current issues -
     Draft milestones - Communication channel: Slack - The schedule for regular meeting:
     Skype
Marty will not be using Slack
LTI – Marty explained what LTI is and how it aids in transferring Learning app results
     into the instructor's LMS (D2L)

Maintenance. Marty explained that the team members will not be responsible for maintaining this learning app once they have graduated/completed this project. That will be the responsibility of the college/himself.

Team members notified marty that they were not able to access the site via the URL they were sent. Marty replied that the have to be on Campus.

Marty also informed them of the 'connecting to my SQL server error' and that he has sent a request to ITS to address it. Marty also emailed the team members the actual language of the error

8. **Tasks/timeline**

Week 1 (May 4) Orientation/document review

1. Team Orientation:

review project charter first draft

review project schematics and visuals from client/project manager

review software tools/languages used to create Awesominds II

review latest files and existing documentation of Awesominds II on Github

review database structure of Awesominds II

review Microsoft Azure

2. Formulate questions for project manger/client

3. Provide client/project manager and Camosun ITS with full names and students numbers of team members in order to establish access to Camosun databases

Week 2 (May 11) Planning

1. Pose questions to project manger/client

2. Review and clarify all project tasks provided by client/project manager

3. Discuss viability of software tools and required resources

4. Prioritize project tasks

5. Establish team member roles (front end, coding, database, etc.) in completing tasks

6. Establish guidelines and timelines for completion

7. Complete necessary course requirements/documentation (complete project charter)

Week 3-12 (May 18 -) Coding

Agile work flow

Complete tasks in order

Submit to project manager for review, feedback and revisions.

Complete required updates/revisions

Week 13 Finishing

Complete testing

Final revisions

Preparations for showcase

Week 14 Showcase

Marty briefly summarized/reviewed the tasks/timelines as listed above.

He also mentioned that scheduling the actual coding tasks will be front end loaded

9. **Next week's tasks**

Team members: Review and complete taks listed under week 1 above

Marty Send Database schematic to team and continue to push ITS. Regarding the glitch

10. **Next meeting**

Team members were ok with meeting again next Monday.
Marty reminded them that they can email him if there are issues in the interim

11. **Adjournment**
2:01pm