Team Name: Flight Fanatics

Date of Submission: 9/12/21

Meeting Date & Time: 9/11/21 7:00 pm

Meeting Location: Online

Meeting Duration: 30 minutes

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| --- | --- | --- |
| Team Members | X = Present | Notes |
| Andrew | X |  |
| Adam | X |  |
| Karam | X |  |
|  |  |  |
|  |  |  |

Progress:

Team accomplishments for the week: Had a meeting to discuss the final selection of the project and to compile the final team matrix to check our total skills. We ended up deciding to change to an application that would predict the likelihood of a flight being delayed based on past flight data fed into the application.

Individual contributions:

Andrew: Finalized matrix and discussed the project to work on

Adam: Finalized matrix and discussed the project to work on

Karam: Finalized matrix and discussed the project to work on

Project Tracking (current work): Assignments and activities are to be tracked until completed.

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| --- | --- | --- | --- |
| Team Member | Assignment | Due Date | % Complete |
| Andrew | Begin research on project needs | 9/18/21 | 0% |
| Adam | Begin research on project needs | 9/18/21 | 0% |
| Karam | Begin research on project needs | 9/18/21 | 0% |
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Plan (future work):

A brief description of the tasks and activities the team needs to accomplish work over the coming weeks. As team members pick up assignments, move from this table to the tracking table. Consider future work a running task-list with an expected due date for completion.

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| --- | --- |
| Assignment | Due Date |
| Begin research on the needs of the project |  |
| Learn basics of any new coding languages if needed |  |
| Start ground work plan for components of program |  |
| Begin base coding work |  |
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Issues:

Include a brief description of issues the team has encountered, and potential resolutions for the issues. If the team would like staff to help with the issues, this is the appropriate place to request assistance.

We ran into some issues deciding on what project to choose, and ended up deciding on this Flight Delay Prediciton system.

Include the schedule for the next meeting:

Meeting Date & Time: 9/18/21 7:00 pm

Meeting Location: Online