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1		94%	Liaison to CDC	90 days	Mon 8/14/17						
2		100%	Pre-Work	15 days	Mon 8/14/17						
3		100%	Create Project Description Form in Survey Monkey	3 days	Mon 8/14/17						
4		100%	Update Project Description Form in Word	10 days	Mon 8/21/17						
5		100%	Create Mentor Feedback Form in Survey Monkey	3 days	Mon 8/14/17						
6		100%	Distribute Mentor Feedback Form to past mentors	2 days	Thu 8/17/17						
7		100%	Receive Project Descriptions	15 days	Sun 8/27/17						
8		100%	Format into "catalog pages" that can be loaded on	17 days	Sun 8/27/17						
9		100%	Maintain project list spreadsheet	1 day	Sun 8/27/17						
10		100%	Match non-teamed students to a team and suggest	9 days	Wed 9/20/17						
11		90%	Work with CDC	61 days	Fri 9/22/17						
12		100%	Schedule meetings with Paula Braun	6 days	Fri 9/22/17						
13		100%	Define Scope of work (CDC and CDC-Utah projects	1 day	Fri 9/22/17						
14		100%	Provide access to IHI catalog pages (Google Docs)	5 days	Mon 9/25/17						
15		100%	Provide class website URL	2 days	Mon 9/25/17						
16		100%	Team Assignments - provide her 2 days notice	3 days	Wed 9/27/17						
17		95%	Document CDC needs for the program	40 days	Sat 10/7/17						
18		80%	CDC GIT Code Repository	20 days	Sat 10/7/17						
19	 	100%	Insure student teams have code from previous	6 days	Sat 10/7/17						
20	 	100%	Semester Repository (for mentor and Paula)	11 days	Fri 10/20/17						
21		50%	Public Repository (for final deliverables and code)	11 days	Fri 10/20/17						
22	 	100%	Student Deliverables (videos, ppts)	41 days	Sun 10/8/17						
23	 	100%	Standardize final project deliverables for CDC teams	39 days	Mon 10/9/17						
24		100%	Pick Student Teams for CDC to publicize with	40 days	Mon 10/9/17						
25	 	100%	Get contact in to GaTech Communications	5 days	Mon 10/9/17						
26		10%	Historical information	10 days	Mon 10/16/17						
27		10%	CDC access to past project's code and deliverables	10 days	Mon 10/16/17						
28		95%	Prepare for Spring Term	15 days	Mon 11/6/17						
29		95%	Reach out to mentors and see if they wish to	15 days	Mon 11/6/17						
30	 	100%	Prepare SurveyMonkey inquiring if mentors wish t	10 days	Mon 11/6/17						
31		50%	Collate returning mentor information		Mon 11/6/17						
32		100%	Update CDC mentor feedback forms	5 days	Mon 11/13/17						
33		100%	Send CDC mentor feedback forms	5 days	Mon 12/4/17						

ID		% Complete	Task Name	Duration	Start	August 7/30	8/6	8/13	8/20	8/27	Se
34		15%	Collate CDC feedback from mentors	5 days	Mon 12/11/17						
35		100%	Investigate automating these processes	40 days	Mon 10/9/17						
36		100%	Document processes used in this role for future Tas	12 days	Wed 11/15/17						
37		0%	Review with Head TA	3 days	Mon 12/4/17						
38		100%	Prepare Student Teams for CDC Github	51 days	Fri 9/22/17						
39		100%	Work with CDC github admin on structure	51 days	Fri 9/22/17						
40		100%	Prepare documentation for students on how to use	51 days	Fri 9/22/17						
41		100%	Involve HDAP for working application of student teams	1 day	Fri 9/22/17						
42		94%	Communication between CDC and GaTech	56 days	Fri 9/22/17						
43		90%	Weekly Meetings with Paula	56 days	Fri 9/22/17						
44	 	100%	Gather feedback from GaTech CDC teams	41 days	Sun 10/8/17						

