**Project Name:** CDC BREASTFEEDING SUPPORT INITIATIVE

**Project Manager:** Jamon Bowen

**Next Team Meeting:** October 21, 2017

**Next Meeting with Mentors:** October 20, 2017

**Progress Summary**

This week we met for the first time with our stakeholders, became oriented on the project, and gathered some requirements. The team then started to refine those requirements and discuss how we want to go about the project and what we’d want to focus on. We coordinated our efforts for the next week as well and made assignments.

**Last Weeks’ Tasks**

|  |  |  |
| --- | --- | --- |
| **Item** | **Assignee** | **Status** |
| Start Git Repo | John Van Wagenen | Done |
| Meet with stakeholders | All, Jamon Bowen | Done |
| Start Deliverable 2 Presentation | John Van Wagenen | Done |
| Coordinate Upcoming Work | All | Done |
| Gather requirements | All, Jamon Bowen | In Progress |

**Next Weeks’ Tasks**

|  |  |
| --- | --- |
| **Item** | **Assignee** |
| Complete Slides for Deliverable 2 | All |
| Narrate Slides | John Van Wagenen |
| Create user stories | All |
| Create Architectural Design | All |
| Create Wireframes | All |
| Create Test Plan | Phillip Baxley |
| Merge Git Repos with Team Repo | John Van Wagenen |

**Current or Open Risks**

* Very open-ended project

**Current or Open Issues**

* None

**TA Mentor Questions**

* What are your thoughts about the project idea? Is it too ambitious or easy?
* Does the project have something new for you to learn? If not, what can be changed so as to have you learn something new?
* Group projects come with a lot of challenges. According to you, what challenges does your team face? How do you propose to overcome them?
* What challenges have you experienced with your team so far? How can your TA mentor help you overcome this?
* Is there sufficient mentorship from your external mentors? What would you like to see more?