**Weekly Report**

Team Name: LAKE Week Number: Week 4 Date: Jan 29, 2023

**Upcoming week**

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| Member Name | Member Role | Weekly Task | Due date and time |
| Kyungchan Im (Chris) | Team Leader | • Assign individual team members to research and compose comprehensive organizational profiles for inclusion in our database.  • Collaboratively work on the content, layout, and design (CLC) of the organizational profile.  • Document a weekly report to record a progress and achievements in the creation of the organizational profile. | Jan 28, 2023 |
| Aaron Galicia | Requirement Manager | • Research and report the data driven activities for the organization profile  • Research history and organization information  • Design and construct the conceptual model for our database | Jan 28, 2023 |
| Levi Guerengomba | Development Manager | • Research and report the data driven activities for the organization profile  • Research the association and size of organization within the scope of our database.  • Brainstorm the idea of modeling the database | Jan 28, 2023 |

**Previous Week**

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| --- | --- | --- |
| Member Name | Member Role | Task Done |
| Kyungchan Im (Chris) | Team Leader | • Assign the member role and position for semester project.  • Brainstorm conceptual ideas about the project topic  • Manages individual members schedule and set an appointment for weekly meeting. |
| Aaron Galicia | Requirement Manager | • Assign the member role and position for semester project.  • Brainstorm conceptual ideas about the project topic |
| Levi Guerengomba | Development Manager | • Assign the member role and position for semester project.  • Brainstorm conceptual ideas about the project topic |

Comments:

The week 4, our team was tasked with the creation of an organizational profile to be added to our database. To accomplish this, individual team members were assigned to research and compose comprehensive profiles for the selected organization. Our efforts culminated in the completion of the organizational profile's content, layout, and design (CLC). As a final step, a weekly report was compiled to document our progress and achievements.