Week goals:

The goal for this week is to get everyone together to wrap up our Project Planning Paper. Then discuss our project features as what should have and what should not have in the project.

Work notes:

Our team meeting on Discord around 5:15pm Friday. We are together working on the Project Planning Paper. Each of team member having their own job for the Project Planning Paper. My role for the job is to taking care of Metrics and Acquisition Schedule.

Workplace:

Our team is using Google Doc to work on the Project Planning Paper. For the voice/meeting is Discord. We are using Google Doc because it is easy to be having everyone working on the paper at the same time. Therefore, we can mix and match everything after finish. Overall, we having a final review then ask if everyone agree and then submit.

Sharing files and working together:

For another sharing work files, one of our team members shown us what is Trello. After Fitri walked us around the new sharing file flatform. We found out that Trello is really help with our project in the future. About Trello it is a collaboration tool that organizes our projects into boards. Just at one glance, we will know what's being worked on at the moment, we can help our team which areas need to be worked on further, and any tasks that are in-progress. This will help us track our tasks and help us identify our milestones.

Goal for next week:

We are planning to meet on Discord to discuss and will creating power point slides that will be using for our Mid-term Presentation.