**03/06-03/12:**

**What work items did you complete this week?**

This week, I completed the Design document. I wrote the text and finished the diagrams as well. In addition, I put together a presentation and took the lead in presenting the document to the class. I also worked on the Literature Bank portion of the site.

**Please provide a description of what you were supposed to do in the past week.**

This past week, my goal was to complete the Design document and prepare our presentation for the class.

**Please describe what tasks you have planned for next week.**

Next week, my goal is to make a strong start on the Test Plan document.

**If you are the team lead, how do you assess the work of your team members?**

**If you are not the team lead, please leave this question unanswered.**

My team members worked well this week. Dan worked on the Trip Database page, while Rachel worked on the Moderator Approval email system. In addition, Dan and Rachel polished the Test Plan document after I finished it.

**03/13-03/19:**

**What work items did you complete this week?**

This week, I worked on the Test Plan document that is due next week.

**Please provide a description of what you were supposed to do in the past week.**

This past week, my goal was to work on the Test Plan document. The document is pretty extensive so the main goal was to come up with the test cases for the document. I had to break up the test cases in terms of the functionality they would test.

**Please describe what tasks you have planned for next week.**

Next week, my goal is to put the finishing touches on the Test Plan document and then present it to the class.

**If you are the team lead, how do you assess the work of your team members?**

**If you are not the team lead, please leave this question unanswered.**

My team members worked well this week. Rachel completed the Moderator Approval sections and added three new web pages to the site that would make it convenient for moderators to approve users’ survey submissions.

Dan worked on the Trip Database and added a nice new feature that allows users to search for their city on a Google Maps API that is built in to the Trip Survey.

**03/20-03/26:**

**What work items did you complete this week?**

This week, I finished up the Test Plan document by using what I learned from the Tuesday presentations. I added in the scheduling matrix to ensure that each test will be completed during the Testing phase of this project.

**Please provide a description of what you were supposed to do in the past week.**

This past week, the goal was to wrap up the Test Plan document and prepare to present it to the class.

**Please describe what tasks you have planned for next week.**

My goal is to edit and resubmit the newly resolved Test Plan document to Dr. Sam by Sunday. In addition, next week is the due date for the second prototype. My goal is to work further on the Literature Bank and ensure that the file upload option on the Literature Bank survey is functioning properly. Lastly, after the second prototype is turned in, my goal is to lead the Testing phase of the project by performing the tests and keeping a log of the results. Then, I will keep track of which parts of the site must be polished (based on which tests give poor results).

**If you are the team lead, how do you assess the work of your team members?**

**If you are not the team lead, please leave this question unanswered.**

My team members worked well this week. Dan worked on the hyperlinks on the Trip Database page, while Rachel polished the site and added a few small functions that the clients requested on Tuesday. Rachel and Dan offered input and helped polish the Test Plan document after I completed it.