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| A close up of a typewriter | Group writing project |
| Project Name: | Project 1 |
| Due Date: | 09/26/2023 |

This is the tracking document for our group writing project. We’ll use this document to share details, resources, and schedules for our project. Please keep this document up-to-date as we work.

Assignment:

**https://docs.google.com/document/d/1omJsIYMAzLc901yW0OKrRHOYAYRwIYoJ1-4WZ886kVg/edit?usp=sharing**

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| Participants Tip: get each one's cell phone | | |
| Name | Role | Contact information |
| Issa Habeeb | FRONT END | 248-945-2057 |
| Ali Algahim | GUI & Coding | 313-652-4262 |
| Emran Ali | GUI & Coding | 313-819-6344 |
| George Ebaugh | GUI & Coding | 586-945-2753 |
| Munassar Shariff | Written document | 313-404-1788 |
| Nadia Aktar | Written document | 586-733-4225 |
| Rasheed Kareem | GUI & Coding | 248-707-9046 |

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| Milestones | | |
| Milestone name | Target date | Status |
| Outline/Plotting completed | 09/15/2023 | Done |
| Writing completed | 09/15/2023 | Done |
| Project to editor/reviews | 09/20/2023 | Done |
| Project back from editor/reviewers | 09/20/2023 | Done |
| Editor/reviewer notes incorporated | 09/22/2023 | Done |
| Project to proofreader | 09/24/2023 | Done |
| Cover design | 09/24/2023 | Done |
| Project to formatter | 09/25/2023 | Done |
| Project ready for distribution | 09/26/2023 | Done |
| Milestone name | Enter target date | Enter status |

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| Promotion plan | | | |
| Where to promote | Who's responsible | Target date | Status |
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| Tracking calendar | | | |
|  | September | Enter month name | Enter month name |
| 1 | Group meeting | 9/16/2023 | September |
| 2 | Website Rough Skeleton | 9/16/2023 | September |
| 3 | Group meeting | 9/18/2023 | September |
| 4 | Code Rough Skeleton | 9/19/2023 | September |
| 5 | Convert to tkinter | 9/21/2023 | September |
| 6 | Written rough draft | 9/21/2023 | September |
| 7 | Powerpoint | 9/25/2023 | September |
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| Current status updates | |
| Issa Habeeb |  |
| Role: | Front End |
| Primary responsibility: | Create website |
| Percentage complete: | 100% |
| Current status: | Done |

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| Ali Algahim, Emran Ali, George Ebaugh, Rasheed Kareem |  |
| Role: | GUI and Coding |
| Primary responsibility: | Code |
| Percentage complete: | 100% |
| Current status: | Done |

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| Munassar Shariff, Nadia Aktar |  |
| Role: | Written and Coding Compliance |
| Primary responsibility: | Written, PPT, Terms of Service |
| Percentage complete: | 100% |
| Current status: | Done |

Tap any of the names, responsibilities, and other details above to replace them with your own. Depending on the type of group writing project, here are some ideas for how you might divide up responsibilities among multiple authors:

* Fiction
  + Specific points of view (POV), such as the POV of certain characters
  + Specific settings, locales, or time periods
  + Specific chapters
  + Story anthology: story representing specific POVs or themes
* Non-fiction
  + Sections or chapters
  + Areas of expertise
  + Separate research topics
  + Types of information, such as general information or technical details

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| Project resources |
| Add a link to the location of shared project resources, such as your drafts, artwork, and other online information. Don't have a shared location set up yet? Here are a couple of ways to make sure everyone can participate:  GitHub: <https://github.com/GroupCSC4110/Project-One>  Docs: <https://docs.google.com/document/d/1McrkHe8FCxIiM3yarKNO7co8kKeRwm5uw4XF8QfCze4/edit> |

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| Project wiki |
| Record our discussions/questions/decisions/assumptions about the project here. List any relevant tenets, facts, and assumptions about the book. Each participant can comment or respond to the thread to add their input. This section gives us a “single source of truth” for the project. Topic: Website  1. **Decide homepage picture.** 2. **Decide if we wanted to embed the program into webpage.** 3. **Assume that the webpage**  Topic: CSV reader  1. **Decide on color and layout of GUI.** 2. **How complex do we make program.** |
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