

1. What's been done? (List specific completed actions/tasks and who was responsible for their completion.)

We have designated different portions of the feasibility report to each member. We have met and discussed the best platform to collaborate with. Discussed the type of research we want to look up.

2. What's up next? (List specific actions/tasks scheduled for upcoming completion. For each task, list the date the task is due and who is responsible for the task.)

Next research will be done by the team by 11/7. We will be collecting data and discussing the type of visuals we will be using and creating the visuals by 11/14. Joshua will be drafting the background information. Julio, Michael, and Norberto will be drafting up solutions that best addresses the issue.

3. Any issues? (List specific issues that are slowing the progress of the project.)

We all have had exams this week so our time has been limited and we were only able to meet up one time.

4. How are you resolving the issue(s)? (List specific actions being taken to resolve any issues and who is responsible for their resolution.)

Next week we will be meeting up two more times to make up for the lost time from this week.

5. Champ of the week! (Did anyone go above and beyond to achieve this week's goals? If so, how.)

Joshua is the champ. He has gone ahead and done research on the topic.