**CSCI 401 Final Project Weekly Status Report**

*This is an individual status report, so you should only include tasks that you specifically worked on, not all of the tasks completed by the team.*

Project: \_\_Appraisal Training Record Tracking\_\_\_ Date: \_\_\_\_31st of Aug 2017\_\_\_\_\_

Name \_\_\_\_Mian Lu\_\_\_\_

What did you accomplish this week? (Use a second page if you need more space.)

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| **# Actual Hours** | **Task** |
| 1.15 | Initial team meeting: form possible design for entire project structure (database + engine + web design); introduced concept of Design Thinking from my previous IBM internship experience; |
| 2.5 | First meeting w/ LA County Office team: general background and specific details about project; gather adequate information for next meeting (Proof of Concept i.e. comprehensive design for entire project: platform/language/etc) |
| 2 | Follow up meeting same day after first meeting w/ stakeholders: exchange notes, update everyone on same page, divide task on how to prepare for PoC (Yining & I take backend/database design, James & Nelson[Yueh-Hsun] front end design) |
| 0.5 | Remote desktop connection test (Microsoft Azure server provided by stakeholders, which serves as our platform of project) |
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What are you planning to accomplish next week? (Use a second page if you need more space.)

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| **# Estimated Hours** | **Task** |
| 4 | Research on possible backend & SQL database platforms/packages available online |
| 2 | Skype meeting scheduled September 3 w/ teammates to prepare for PoC session |
| 2.5 | PoC meeting w/ stakeholders (answer all possible questions from stakeholders regarding whether our design would fulfill requirements, everything needs to be very concrete) |
| 2 | Post PoC meeting w/ teammates to assign tasks and hopefully start developing |
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