**Team Name: BarnabyCohenDesenaHorickThompson**

**Report Number: 1**

**Reporting Week: August 30**

**Summary of work completed in prior week:**

Created Slack Workspace

Discussion of General skillsets, as well as discussion about which projects to undertake

**Summary of work planned for next week:**

Creation of a github for code

After figuring out which project we will have, begin to figure out what questions we can ask during the presentation

**Open issues and action plan to resolve them:**

N/A

**Project management summary**

|  |  |  |  |
| --- | --- | --- | --- |
| **Team member** | **Tasks completed** | **Hours worked for week** | **Total hours** |
| **Maxwell** | **Join Slack/Discussion** | **1** | **1** |
| **Alex** | **Join Slack/Discussion** | **1** | **1** |
| **Carlo** | **Join Slack/Discussion** | **1** | **1** |
| **Michael** | **Setup Slack/Discussion/Report** | **1** | **1** |
| **Matthew** | **Join Slack/Discussion** | **1** | **1** |

**Meeting summary**

For each team meeting provide the date, time, and location of the meeting. Indicate which members attended the meeting and action items discussed in the meeting.

**9/5/21 3:00pm via Slack**

All members attended. After some initial thoughts when the Slack was created the day prior, more thoughts were given, and we finalized our thoughts on the bidding presentation. We decided that we will be choosing between RecipeBuddy and Majorizer. Maxwell said that he would make a github in the following days so we can eventually store our code for the project.