


Weekly Team Task Report

Report
#5

Team: Team PiWatcher					Date: 10/16/2020		
Project Title: Automated IoT People Counting Infrastructure							
	Brigham Present On-time		Champ Present On-time		Joshua Present On-time		Seth Present On-time

Recent Meetings:

- 10/13/2020 – Team Meeting from 3:30pm – 4:00pm
- Task followup and went over questions to ask the client
- 10/13/2020 – Client Meeting from 4:00pm – 4:30pm
- Gathered more functional, non-functional, and environmental requirements
- 10/13/2020 – Team Meeting from 4:30pm – 5:00pm
- Went over Tech Feasibility document and created new tasks and set deadlines
- 10/15/2020 – Team Meeting from 3:30pm – 4:00pm
- Task followup, created new tasks and set deadlines

TASKS COMPLETED since last meeting:

Task Title: Research tasks that needed to be created for Design Review Presentation	Task Initiation: 10/8/2020	Orig. Due Date: 10/13/2020	Status: Complete (100%)
Who (%): Briggs (25%), Champ (25%), Josh (25%), Seth (25%)			
Description: Review assignment specifications for the design review presentation and come up with the appropriate tasks needed to complete the upcoming assignment.			
Expected Outcome: Tasks are created and are ready to be added to the Kanban board.			

Task Title: Research tasks that needed to be created for Requirements Specification Documents	Task Initiation: 10/8/2020	Orig. Due Date: 10/13/2020	Status: Complete (100%)
Who (%): Briggs (25%), Champ (25%), Josh (25%), Seth (25%)			
Description: Review assignment specifications for the requirements specification documents and come up with the appropriate tasks needed to complete the upcoming assignment.			
Expected Outcome: Tasks are created and are ready to be added to the Kanban board.			

Task Title: Determine roadmap for development and we will need hardware	Task Initiation: 10/8/2020	Orig. Due Date: 10/13/2020	Status: Complete (100%)
Who (%): Briggs (25%), Champ (25%), Josh (25%), Seth (25%)			
Description: Determine as a team when we need to start working on a prototype and when we need to communicate with the client when we need the devices.			
Expected Outcome: Tasks are determined, roadmap is determined, communication with client about devices is initiated.			

Task Title: Tech-Feasibility: Add IoT Devices	Task Initiation: 10/13/2020	Orig. Due Date: 10/21/2020	Status: Complete (100%)
Who (%): Josh (100%)			
Description: Added an IoT section to both the tech challenges and the technological analysis			
Expected Outcome: Sections are added on to the final draft, ready for review			

Task Title: Tech-Feasibility: Revise Databases Section	Task Initiation: 10/13/2020	Orig. Due Date: 10/21/2020	Status: Complete (100%)
Who (%): Seth (100%)			
Description: Add section about PostgreSQL and include team mentor's edits/suggestions			
Expected Outcome: Sections are added on to the final draft, ready for review			

Task Title: Tech-Feasibility: Revise back-end frameworks	Task Initiation: 10/13/2020	Orig. Due Date: 10/21/2020	Status: Complete (100%)
Who (%): Champ (100%)			
Description: Revise and apply team mentor's recommended changes. Change chosen back-end framework to be Flask instead of Django			
Expected Outcome: Document is revised and chosen back-end framework is changed to apply to Flask instead of Django. Document is now ready for review.			

Task Title: Team-Website: Fix documents sidebar	Task Initiation: 10/13/2020	Orig. Due Date: 10/23/2020	Status: Complete (100%)
Who (%): Seth (100%)			
Description: Fix bug with documents sidebar			
Expected Outcome: Bug is fixed and the pull request is accepted			

Task Title: Team-Website: Add click down to our project on homepage	Task Initiation: 10/13/2020	Orig. Due Date: 10/23/2020	Status: Complete (100%)
Who (%): Seth (100%)			
Description: Add click down on homepage to easily show the project description and our team			
Expected Outcome: Click down is added and the pull request is accepted			

This week's Tasks: Work plan for coming week

Task Title: Tech-Feasibility: Revise intro and front-end	Task Initiation: 10/13/2020	Orig. Due Date: 10/23/2020	Status: In progress (0%)
Who (%): Brigs (100%)			
Description: Revise and apply team mentor's recommended changes. Add sources to the document also			
Expected Outcome: Document is revised and is ready for review			

Task Title: Req-Specs: Outline Document Layout	Task Initiation: 10/15/2020	Orig. Due Date: 10/20/2020	Status: In Progress (0%)
Who (%): Brigs (100%)			
Description: Create a document outline with stubs for text			
Expected Outcome: Document is created and uploaded on to Google drive with the outline in place			

Task Title: Req-Specs: Cover Page	Task Initiation: 10/15/2020	Orig. Due Date: 10/20/2020	Status: In Progress (0%)
Who (%): Brigs (100%)			
Description: Cover page is created that includes acceptance statement and a place for signature for both the team lead and the client			
Expected Outcome: Cover page is created and uploaded on to Google drive, ready for review			

Task Title: DR-Draft: Introduction	Task Initiation: 10/15/2020	Orig. Due Date: 10/27/2020	Status: In Progress (0%)
Who (%): Champ (100%)			
Description: Create slide for introducing team members, roles, team name, client, and faculty mentor. Create a recorded video			
Expected Outcome: Slide is created and added onto the DR presentation. The video has been recorded			

Task Title: DR-Draft: Problem Statement	Task Initiation: 10/15/2020	Orig. Due Date: 10/27/2020	Status: In Progress (0%)
Who (%): Brigs (100%)			
Description: Create slide for introducing business area and how it works, providing information about the project sponsor and organization along with how they contribute to the overall business area. Explain current problem and current solution.			
Expected Outcome: Slide is created and added onto the DR presentation. The video has been recorded			

Task Title: DR-Draft: Solution Overview	Task Initiation: 10/15/2020	Orig. Due Date: 10/27/2020	Status: In Progress (0%)
Who (%): Seth (100%)			
Description: Create slide for solution overview that shows broad statement of overall solution including graphics that describes clients business and elements our team is trying to fix. Create a recorded video.			
Expected Outcome: Slide is created and added onto the DR presentation. The video has been recorded			

Task Title: DR-Draft: Key Requirements - Introduction	Task Initiation: 10/15/2020	Orig. Due Date: 10/27/2020	Status: In Progress (0%)
Who (%): Josh (100%)			
Description: Create slides for the introduction to the key requirements. Explain how we gathered our requirements and present key requirements that our solution must meet from the domain perspective. Create a recorded video.			
Expected Outcome: Slide is created and added onto the DR presentation. The video has been recorded			

Task Title: DR-Draft: Key Requirements – Overview of Requirements	Task Initiation: 10/15/2020	Orig. Due Date: 10/27/2020	Status: In Progress (0%)
Who (%): Seth (100%)			
Description: Create slide that overviews the functional, non-functional, and environmental requirements. Discuss the functional requirements along with a wrap up. Create a recorded video			
Expected Outcome: Slide is created and added onto the DR presentation. The video has been recorded			

Task Title: DR-Draft: Risks and Feasibility	Task Initiation: 10/15/2020	Orig. Due Date: 10/27/2020	Status: In Progress (0%)
Who (%): Josh (100%)			
Description: Create slides for risks and feasibility to overviews the risk we perceive for the project. Along with that analyze the severity and likelihood of risks. Send recorded video to editor			
Expected Outcome: Slide is created and added onto the DR presentation. The video has been recorded			

Task Title: DR-Draft: Schedule and Conclusion	Task Initiation: 10/15/2020	Orig. Due Date: 10/27/2020	Status: In Progress (0%)
Who (%): Champ (100%)			
Description: Create slides for schedule and conclusion that features a Gantt chart of our current projected schedule for the rest of the year. Discuss project plan, main functional milestones, along with restating the importance of the domain and the clients business. Send recorded video to editor			
Expected Outcome: Slide is created and added onto the DR presentation. The video has been recorded			

Task Title: DR-Draft: Send Videos	Task Initiation: 10/15/2020	Orig. Due Date: 10/27/2020	Status: In Progress (0%)
Who (%): Champ, Josh, Seth (100%)			
Description: Send recorded portions of the presentation to editor.			
Expected Outcome: Recorded videos have been sent to editor.			

Task Title: DR-Draft: Edit videos and upload	Task Initiation: 10/15/2020	Orig. Due Date: 10/27/2020	Status: In Progress (0%)
Who (%): Brigs (100%)			
Description: Edit the recorded videos and upload them onto youtube.			
Expected Outcome: Video is edited and is uploaded on youtube.			

Upcoming Tasks: Planning

Task Title: PCI Prototype Demo	Who (%): Brigham (25%), Champ (25%), Josh (25%), Seth (25%)	Rough Due Date: 11/27/2020
Description: Start creating and designing the prototype for the demo to test feasibility and show proof of concept.		

Other Problems / Other Issues:

- No problems or issues so far.