Weekly Team Task Report

Team:	Team PiWatcher	**Date:** 9/25/2020

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:

- 9/22/2020 – Team Meeting from 3:30pm - 4:00pm
  - Task followup and question refinements for client meeting

- 9/22/2020 – Client Meeting from 4:00pm - 5:00pm
  - Discussed projects, gathered functional/non-functional requirements

- 9/24/2020 – Team Meeting from 3:30pm - 4:00pm
  - Task followup, created new tasks and set deadlines

TASKS COMPLETED since last meeting:

Task Title: Mini Intro: Introduction and Client	Task Initiation: 9/12/2020	Orig. Due Date: 9/20/2020	Status: Complete
Who (%): Champ (100%)			
Description: Create script and slides for introducing the topic and introducing the client. A video and audio recording of Champ presenting that information be sent to Brigham			
Expected Outcome: Script and slides are created and recording is sent to Brigham			

Task Title: Mini Intro: Current Process and What's Wrong?	Task Initiation: 9/12/2020	Orig. Due Date: 9/20/2020	Status: Complete
Who (%): Josh (100%)			
Description: Create current process and what's wrong slides for the project. A video and audio recording of Josh presenting that information should be sent to Brigham			
Expected Outcome: Script and slides are created and recording is sent to Brigham			

Task Title: Mini Intro: Problem Solution and plan for development	Task Initiation: 9/12/2020	Orig. Due Date: 9/20/2020	Status: Complete
Who (%): Seth (100%)			
Description: Create problem solutions and plan for development for the project. A video and audio recording of Josh presenting that information should be sent to Brigham			
Expected Outcome: Script and slides are created and recording is sent to Brigham			

Task Title: Mini Intro: Conclusion and Editing Video	Task Initiation: 9/12/2020	Orig. Due Date: 9/22/2020	Status: Complete
Who (%): Brigham (100%)			
Description: Conclusion slide and script is created and the video should be edited and ready to go			
Expected Outcome: Slide and script is created along with the rough draft video ready for review.			

Task Title: Team-Website: Determine front-end libraries	Task Initiation: 9/17/2020	Orig. Due Date: 9/28/2020	Status: Complete
Who (%): Seth (100%)			
Description: Research best front-end libraries that is easy-to-use and resources can be uploded directly.			
Expected Outcome: Strap the team website the determined library and code is pushed to GitHub.			

This week's Tasks: Work plan for coming week

Task Title: Team-Website: Implement Project Details (Part 1)	Task Initiation: 9/17/2020	Orig. Due Date: 9/28/2020	Status: In progress
Who (%): Brigham (100%)			
Description: Create project team tab/page, project description, high level requirements			
Expected Outcome: Website is updated, pushed on GitHub, and into production			

Task Title: Team-Website: Implement Project Details (Part 2)	Task Initiation: 9/17/2020	Orig. Due Date: 9/28/2020	Status: In progress
Who (%): Seth (100%)			
Description: Create envisioned solution, technologies, schedule, resources, budget, codebase, link to demo			
Expected Outcome: Website is updated, pushed on GitHub, and into production			

Task Title: Team-Website: Check Website Quality Standards	Task Initiation: 9/17/2020	Orig. Due Date: 9/28/2020	Status: In progress
Who (%): Josh (50%), Seth (50%)			
Description: Check if we have a clean multi-page website. Color scheme, font-size, font-style is appropriate. Check for grammar, mobile compability, and information is important			
Expected Outcome: Pull request with needed changes is accepted and pushed onto production.			

Task Title: Team-Website: Implement Project Intro	Task Initiation: 9/17/2020	Orig. Due Date: 9/28/2020	Status: In progress
Who (%): Brigham (100%)			
Description: Create project intro page with project name, graphics, team information, project sponsor information, and technical advisor information.			
Expected Outcome: Website is updated, pushed on GitHub, and into production.			

Task Title: Team-Website: Come up with UI design	Task Initiation: 9/17/2020	Orig. Due Date: 9/28/2020	Status: In progress
Who (%): Brigham (50%), Seth (50%)			
Description: Create wireframe diagram of the team-website			
Expected Outcome: Wireframe draft is uploaded onto the Google Drive ready for review			

Task Title: Client-Task: Wireframe Design for back end of web application	Task Initiation: 9/17/2020	Orig. Due Date: 9/28/2020	Status: In progress
Who (%): Champ (100%)			
Description: Draft potential wireframe design of the back end of web application			
Expected Outcome: Wireframe design is uploaded on google drive, ready for review.			

Task Title: Client-Task: Wireframe Design for back end of Raspberry Pi	Task Initiation: 9/17/2020	Orig. Due Date: 9/28/2020	Status: In progress

Who (%): Josh (100%)

Description: Draft of wireframe design for the back end of raspberry pi.

Expected Outcome: Wireframe design is uploaded onto google drive ready for review

Task Title: Client-Task: Wireframe design for front end of web application	Task Initiation: 9/17/2020	Orig. Due Date: 9/28/2020	Status: In progress

Who (%): Brigham (50%), Seth (50%)

Description: Wireframe design for the front end of the web application

Expected Outcome: Wireframe design is uploaded onto google drive ready for review.

Task Title: Tech-Feasibility: Research and determine tech scope	Task Initiation: 9/17/2020	Orig. Due Date: 9/28/2020	Status: In progress

Who (%): Brigham (25%), Champ (25%), Josh (25%), Seth (25%)

Description: Determine and research different technologies and tech scopes that needs to be considered (programming languages, database technologies, networking, libraries, API designs, etc.)

Expected Outcome: Each team member has a choice for each technological scope ready for discussion next team meeting.

Upcoming Tasks: Planning

Task Title: Tech Feasibility: Rough Draft	**Who (%):** Brigham (20%), Champ (30%), Josh (30%), Seth (20%)	**Rough Due Date:** 10/3/2020
Description: Tech Feasibility rough draft is completed and on the google drive ready for team review.		

Task Title: Tech Feasibility: Final Draft	**Who (%):** Brigham (25%), Champ (25%), Josh (25%), Seth (25%)	**Rough Due Date:** 10/17/2020
Description: Tech Feasibility rough draft is completed and on the google drive ready for team review.		

Other Problems / Other Issues:

- Asking more effective questions for client that does not result in overly technical answer.