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|  | **Weekly Team Task Report** | **Report #5** |

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| Team: Team PiWatcher | | | | | | **Date:** 10/16/2020 | | |
| **Project Title:** Automated IoT People Counting Infrastructure | | | | | | | | |
| **A person wearing glasses and smiling at the camera  Description automatically generated** | **Brigham**  Present  On-time | **A close up of a person  Description automatically generated** | **Champ**  Present  On-time | **A person wearing a suit and tie  Description automatically generated** | **Joshua**  Present  On-time | | A person smiling for the camera  Description automatically generated | **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:

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| **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 (%):** Brigs (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. | | | |

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| **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 (%):** Brigs (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. | | | |

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| **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 (%):** Brigs (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. | | | |

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| **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 | | | |

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| **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 | | | |

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| **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. | | | |

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| **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 | | | |

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| **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

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| **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 | | | |

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| **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 | | | |

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| **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 | | | |

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| **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 | | | |

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| **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 | | | |

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| **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 | | | |

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| **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 | | | |

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| **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 | | | |

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| **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 | | | |

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| **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 importantce 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 | | | |

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| **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. | | | |

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| **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

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| **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.