

**Team Name:** PiercePrevostSinghManley

**Report Number:** 5

**Reporting Week:** 5

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

Finished requirements spreadsheet, which included setting priorities, critical functions, developer, and time allocations. Created slides for presentation. Began work on the requirements document. Mockups were drawn and basic prototyping was completed in Adobe XD.

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

Finish writing requirements document and present requirements presentation to the class on Tuesday (10/5/21).

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

None

**Project management summary**

Team member	Tasks completed	Hours worked for week	Total hours
Michael Prevost	<ul style="list-style-type: none"><li>- Requirements document/presentation</li><li>- Mockups/Prototypes</li></ul>	3	8
<a href="#">Randeep Singh</a>	<ul style="list-style-type: none"><li>- Requirements document/presentation</li><li>- Requirements Spreadsheet</li></ul>	3	9
<a href="#">Taylor Manley</a>	<ul style="list-style-type: none"><li>- Requirements document/presentation</li><li>- Requirements Spreadsheet</li></ul>	3	9
<a href="#">Michael Pierce</a>	<ul style="list-style-type: none"><li>- Requirements document/presentation</li><li>- Case Diagram</li><li>- Requirements Spreadsheet</li></ul>	3	9

**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.

**Wednesday (9/29/21):** We all met this day, at the ERC, and created slides for our presentation. This included creating mockups, prototyping in Adobe XD, setting priorities, critical functions, and time allocations to our requirements. These will be confirmed and changed with a meeting with the customer.

**Sunday (9/26/21):** We all met today in the ERC at 1:30 pm. We wrote our weekly and individual reports. We began to work on the requirements document to be completed by next Friday (10/8/21).