

B3

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Due Sunday by 11:59pm **Points** 10 **Submitting** a file upload **File Types** pdf
Available Feb 18 at 12am - Mar 15 at 11:59pm 27 days

This is the 3rd bi-weekly status report. It covers the reporting period from 2/17 Monday to 3/1 Sunday, and is due on 3/1 (Sun) at 11:59 PM.

Please type your report and submit on Canvas. Only one submission is needed from each team.

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Criteria	Ratings			Pts	
Bi-weekly Summary	2.0 pts Satisfactory A one-paragraph summary that includes (1) the overall project status, and (2) the team accomplishments over the reporting period.		0.0 pts No Marks No summary.	2.0 pts	
Individual Contributions	3.0 pts Excellent Detailed report on the accomplishment of each team member, and how each member contributes to the overall progress of the project. Includes the “Hours Worked for the Week” and the “Total Cumulative Hours” for each member. Each member's individual weekly hours should be at a minimum of 6-8 hours for 491.		2.0 pts Good Some report on individual contributions, but lack details.	0.0 pts No Marks No report on individual contributions.	3.0 pts
Pending Issues	2.0 pts Satisfactory Detailed report on pending issues (if applicable).		0.0 pts No Marks No discussion of pending issues.		2.0 pts
Plans	3.0 pts Excellent Detailed plans for the next reporting period.	2.0 pts Good Some plans for the next reporting period, but lack details.	0.0 pts No Marks No plans for the next reporting period.		3.0 pts