# **DECO2500/7250 Progress Log**

# Date: 17/9/24

# Teaching Week: Week 9

# Team Name: Sams and the Fundamentals

# Team members present

Sam Allpass, Sam Patterson, Cate Brown, Rose (Luyi) Ying

# Items discussed and worked on from the previous week

*Including their current state (e.g., not started, in progress, completed, etc.) and team member allocation.*

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| --- | --- | --- | --- |
| **Item** | **Current State** | **Team Member(s) Responsible** | **Notes** |
| Contextual inquiry |  |  |  |
| * Existing app research | Completed | Cate and Rose | Completed research is being translated to paragraphs. |
| * SurveyMonkey online survey | Complete | Sam P | Survey has been released to public audience. |
| * Public interview inquiry question | Completed | Sam A | Public interviews have taken place and is being translated to contextual inquiry paragraphs. |
| Delegation of assignment sections to group | Completed | Cate, Rose, Sam P and Sam A |  |
| Prototype creation using Figma visualisation software | In progress | Cate |  |

# Issues That Arose (if applicable)

# Actions Required

# Deliverables to be completed by the next week, including plan for the next week

*Including team member allocation to tasks/deliverables*

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| **Item** | **Due Date** | **Team Member(s) Responsible** | **Notes** |
| Introduction to report | 4/10/24 | Rose |  |
| Contextual inquiry | 24/9/24 | Cate, Rose, Sam P and Sam A | Fully completed contextual inquiry ready for submission |
| Introduction to report | 4/10/24 | Rose |  |
| Conceptual Design | 4/10/24 | Sam P |  |
| Prototype | 4/10/24 | Cate |  |
| Future Directions | 4/10/24 | Sam A |  |
| Conclusion | 4/10/24 | Cate |  |
| Individual Peer Reflections | 4/10/24 | Cate, Rose, Sam P and Sam A |  |
| Progress Logs | 4/10/24 | Sam A |  |

# Other Comments

# Signed, Dated and Accepted