# **DECO2500/7250 Progress Log**

# Date: 1/10/24

# Teaching Week: 10

# Team Name:

# 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.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Current state** | **Team Member(s) Responsible** | **Notes** |
| Introduction to report | In Progress | Rose |  |
| Contextual inquiry | Completed | Cate, Rose, Sam P and Sam A | Fully completed contextual inquiry ready for submission |
| Introduction to report | In Progress | Rose |  |
| Conceptual Design | In Progress | Sam P |  |
| Prototype | In Progress | Cate |  |
| Future Directions | In Progress | Sam A |  |
| Conclusion | In Progress | Cate |  |
| Individual Peer Reflections | In Progress | Cate, Rose, Sam P and Sam A |  |
| Progress Logs | Completed | Sam A |  |

# 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*

|  |  |  |  |
| --- | --- | --- | --- |
| **Item** | **Due Date** | **Team Member(s) Responsible** | **Notes** |
| Introduction to report | 4/10/24 | Rose |  |
| 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 |  |
| Compilation of all sections into final group design proposal. | 4/10/24 | Cate, Rose, Sam P and Sam A | Cohesion and readability of assignment is to be evaluated after collation of individual sections. |

# Other Comments

# Signed, Dated and Accepted