**WEEKLY REPORT and MEETING AGENDA**

Report #: 7 Project Name: Gordo Bot - Team 6

Date: 04/17/2022 Prepared by: Thomas “Jake” Rod

**Agenda for the meeting**

1. Discuss progress
2. Discuss any outstanding concerns or questions

**Overall accomplishments since last meeting**

1. Created functional UI
2. Made more progress on physical design

**Tasks completed by each team member since last meeting**

| Task description | Assigned to | Completed? |
| --- | --- | --- |
| API work | Zach | in progress |
| building design | Cody | yes |
| Implement UI | Nick/Raney | yes |
| Pi coding | Reid/Cody | in progress |
| Load db with some test recipes | Jake | yes |

**Plans for next period**

1. Integrate software
2. Integrate hardware
3. Integrate pi with server

**Task assignment per team member (to be completed before the next meeting)**

| Task description | Assigned to |
| --- | --- |
| Integrate DB with UI | Jake + Raney/Nick |
| API work | Zach |
| Finalize hardware and housing | Cody (+) |
| Pi coding | Reid/Cody |

? - tentative

+ - additionals may participate

**Project management status**

| name | **role** |
| --- | --- |
| Zach | **PM - API** |
| Jake | **Communicator - Network** |
| Reid | **pi-man - sbc** |
| Cody | **Scribe - sensors** |
| Raney | **software engineer - gui** |
| Nick | **software engineer - gui** |

**Minutes from previous meeting**

Team Meeting #6 on 4/11

-showed slight changes for physical design

-change makes design cheaper and easier to implement

-shouldn’t impede progres, actually helps

-software progress is coming soon

-keep in mind deadline and presentation demo

-may also do another demo during finals week but don’t know exact details yet