**CS 490/491L Progress Template.**

Instructions: *Each team member should enter their activities performed for the capstone project in the last two weeks, as well as their expected activities for the next two weeks, along with anything holding them up on completing their activities. These should be discussed by the team and their advisor(s) during the weekly/biweekly meetings, and the advisor(s) should sign and date the sheet indicating a correct assessment of the team's progress. Students need to upload a signed and scanned version to Canvas.. Progress reports uploaded to Canvas without a signature and score for progress will receive a 0 for progress.*

**Team/Project Name:** \_\_\_\_\_\_Chat JTDAN\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Team Member #<X>:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Aya\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What I did since last progress report:

Worked on the SRS.

Anything holding me up on my last progress report's expected activities:

Nothing.

What I plan to do before the next progress report:

Finishing the SRS and then starting to work on the SDD.

**Team Member #<X>:** Tigran Manukyan

What I did since last progress report:

Worked on the SRS, got together the functional and external requirements.

Anything holding me up on my last progress report's expected activities:

Nothing holding me up.

What I plan to do before the next progress report:

Finish the SRS, and start working on the SDD.

**Team Member #<X>:** Dylan Tran

What I did since last progress report:

I met with my team a few times to discuss how we would shift SRS deadlines to adjust with the class’ shifted due dates. We also discussed the requirements for part 5 of the SRS, which we will be working on as a team starting this coming Monday. For our team due date on Monday, I am working on sections 2 and 3 of the SRS with Tigran. All sections besides section 5 will be sent in for review.

Anything holding me up on my last progress report's expected activities:

Nothing is holding me up on my last progress report’s expected activities at the moment.

What I plan to do before the next progress report:

Before the next progress report, I plan to have finished the SRS with my team, for which I am working on sections 2, 3, 5, and potentially 6. After that, I will begin working on the SDD with my group as well and we will be discussing that in our meetings following the submission of the completed SRS.

**Team Member #<X>:** \_\_\_\_\_Joseph Clifford\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What I did since last progress report:

We’ve been discussing the SRS and working on it since the last progress report. Spent a bit of time devising a plan for part 5 of it. As far as my part 4 goes, it’s looking pretty straight forward and should be ready for everybody by the time we meet after lecture on Monday

Anything holding me up on my last progress report's expected activities:

Everything’s going good between the last report and this one

What I plan to do before the next progress report:

Once the SRS is out of the way, we all plan to get together and discuss the SDD and start getting that taken care of.

**Team Member #<X>:** Mubeen Sahibzada

What I did since last progress report:

Worked on the SRS and planning to finish and submit a draft by Sunday

Anything holding me up on my last progress report's expected activities:

Everything is going as planned/

What I plan to do before the next progress report:

I plan to review the slides for SDD and start working on it.

**Team Member #<X>:** Nora Qizi

What I did since last progress report:

Finishing part one with Aya on the SRS.

Anything holding me up on my last progress report's expected activities:

Nothing holding me.

What I plan to do before the next progress report:

Meet with my team to discuss on the SDS and hopefully start working on it.

**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_5/`11/23\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Team Progress (0 -- 3):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_3\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*0 -- no progress has been made by the team*

*1 -- insufficient progress has been made for the team to complete their capstone*

*2 -- sufficient progress has been made for the team to complete their capstone*

*3 -- excellent progress has been made by the team*

**Report Quality (0 -- 3):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*0 -- missing or empty report*

*1 -- report briefly written with incomplete sentences, lacking descriptions of work*

*2 -- well written report with sufficient description of work performed since last*

*progress report*

*3 -- excellently written report with detailed description of each team members*

*progress*