Weekly Report for Week 4/21/17

Data 61 Team

Adam Hart  
Mitchell Gerard  
Nicholas Feikema  
Tyler Losinski

# Status Summary

* The new framework has solved the issue, now time for the program to be remade

## Top Highlights

* New framework provided a solution to the previous problem we had using Visual Studio.

## Top Lowlights

* Program wasn’t completely remade in new framework by due date as intended

# Activities, Accomplishments, and Project Effort

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Member** | **Activity** | **Description** | **Status** | **Effort** |
| Adam Hart | Reprogramming | Reprogramming old program on new framework | Ongoing | 15 hours |
| Tyler Losinski | Reprogramming | Reprogramming old program on new framework | Ongoing | 15 hours |
| Mitchell Gerard | Reprogramming | Reprogramming old program on new framework | Ongoing | 4 hours |

List any activities undertaken by members of the project team in the last week. These can include things done as a group.  
Effort should be estimated in terms of hours of time taken (e.g., 1.5 hours, 3 hours, .5 hours, etc.)

**Goals for Next Week**

* + - Team – Complete reprogramming to new framework
    - Risks

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **ID#** | **Status** | **Risk** | **Owner** | **Probability/ Priority** | **Impact** | **Trigger** | **Recommendation / Resolution** |
| R001 | Closed | No room to meet in for weekly meetings | team | 20%/Medium | We don’t have an adequate room to hold meetings | No place to meet | Find a place to meet weekly so we know we’ll always have a room for our meetings / Rooms are being reserved for use |
| R002 | Closed | Communication with sponsor over Skype | team | 55%/Medium | Lack of progress | Can’t progress in the right direction | Use communication tools that are more reliable such as email, Slack, or IM / Slack, Skype, and E-Mail have all been effective |
| R003 | Open | Incomplete testing | Team | 20%/Medium | Surprise bugs may pop up due to incomplete testing | Tests not made or are not thorough enough | Complete Unit testing and other testing as soon as possible / Unresolved |
| R004 | Closed | New Framework might set back if not effective | Team | 65%/Medium-High | Lost time | Transfer of code shows new framework is not effective | Research before to try to make sure it will be effective / The new framework successfully solved the issue |

**Issues**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **ID#** | **RID#** | **Status** | **Issue** | **Owner** | **Due Date** | **Impact** | **Recommendation / Resolution** |
| I001 |  | Complete | No repository on GitHub yet | Tyler Losinski | 2/3/17 | Nowhere to store files yet | Create a repository and get everyone added to it. / Repository added |
| I002 |  | Complete | Sponsor has not been invited to organizational tools | Team | 2/5/17 | Text communication with sponsor is only available through e-mail | Invite sponsor to tool groups / Sponsor has been invited |
| I003 |  | Complete | Daylight Savings Time in both USA and AU | Team | 3/21/17 | Meeting times will shift based on Daylight Savings Time in both countries, which start on different days | Adjust meeting times based on these changes / Meeting times changed |
| I004 |  | Complete | Unable to find a way to parse certain aspects | Adam Hart | 4/14/17 | Parsing our JSON file has become difficult and we are looking for a way to get past it. It has set us back several hours | Set aside a day for the entire group to brainstorm / New framework found that solves the issue |

Risks and Issues tables should be maintained across multiple documents.

Do not remove issues or risks from the tables once added, but make modifications to the status as necessary.

**Project Success Tracking**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Project Success Indicator** | 1/27 | 2/03 | 2/10 | 2/17 | 2/24 | 3/03 | 3/10 | 3/17 | 3/24 | 3/31 | 4/07 | 4/14 | 4/21 | 4/28 |
| Planned milestone events are being met | OK | OK | OK | OK | OK | 3 | 4 | OK | OK | 6 | 7 | 8 | 9 |  |
| Budget is under control | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK |  |
| Quality control results are within specifications | OK | OK | OK | OK | OK | OK | OK | 5 | OK | OK | OK | OK | OK |  |
| Change control process indicates minimal requests for change | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | 10 |  |
| Project resources are being supplied per schedule | OK | 1 | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK |  |
| Project team appears to be cohesive and reasonably happy | OK | 2 | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK |  |
| Users seem satisfied with progress of the work | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK |  |
| Top management remains visibly supportive of the project goals | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK |  |
| Third-party vendors are delivering quality items on schedule | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A | N/A |  |
| Risk events are under control and nothing unusual is appearing | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK |  |
| Project training program is progressing according to plan | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK |  |
| Relationships with support groups have no identifiable issues | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK | OK |  |

Update the Project Success Tracking table for each new weekly report.

Use **OK** to indicate that the project is track according to that criteria, **NA** to indicate a non-applicable criteria, or a number with a note below.

Notes:

1.) Failure to provide sponsor with Skype calendar invite as requested. Invites to tools should be prioritized.

2.) Failure of team member to use Slack vs. Group text created a little tension, but it was resolved.

3.) Intended to have full presentation ready for Iman, only provided an early version.

4.) Missed a task in our sprint to create test cases. It’ll will be moved to the next sprint

5) Possible that test cases being moved back may hurt our project in the long run. We plan on testing being done early next week to ensure no problems

6) Failure to complete sprint previous week has made the next sprint double up the work

7) Running into unexpected problems that make our coding double in time has set us back slightly

8) JSON Parser not complete

9) JSON parser issue resolved, but transfer of code to new framework not complete

10) JSON parser had us completely change frameworks