

Last updated: 2020-10-16

Summary of changes:

Updated Weekly check-in to Bi-Weekly

Updated Mentor check-in timing to Bi-weekly meeting and Audience to Dr. Mohamed El-Darieby

URStreamSight: COMMUNICATION MANAGEMENT PLAN

Project Name	URStreamSight		
Plan Lifespan	September 14th until December 31st, 2020		
Communication Name	Description	Audience	Timing
Bi-weekly Check-In	Meeting time for URStreamSight to discuss previous issues, current issues, schedule work time, or use as work time if necessary.	Avery Cameron, Ray Knorr, Noah Rowbotham	Bi-weekly on Tuesdays @ 2:30 PM until 4:00 PM
Scrum	Time with Dr. Macaig that allows URStreamSight to demonstrate what they have currently completed, what they intend to complete and when, and receive feedback.	Dr. Tim Macaig, Avery Cameron, Noah Rowbotham, Ray Knorr	Approx. Twice Monthly
Prairie Robotics	Progress report and feedback opportunity regarding URStreamSight's current progress and concerns.	Prairie Robotics (Sam Dietrich) & Ray Knorr	Approx. Bi-weekly
Mentor Check-In	Time for URStreamSight to check in with mentors to discuss current endeavours and receive feedback that could improve future progress.	Dr. Mohamed El-Darieby Avery Cameron, Ray Knorr, Noah Rowbotham	Bi-weekly on Tuesdays @ 2:30 PM until 4:00 PM