1. Project Members:

* *Janissa Hamilton*
* *Jamarr Brooks*
* *Jaehoon Lee*
* *Jacob Picardat*

1. Accomplishments for the week -- and which team members participated/contributed

* *Creating design documentation*
* *Persevering despite early setbacks and overcoming mistakes!*
* *Jaehoon --*
* *Janissa –*
* *Jacob -- Wrote pseudocode and source code for translator module*
* *Jamarr -- Created utility module code and skeleton code for Service Broker.*

1. List of Milestones to be completed and anticipated date (indicate which ones are in danger of not being met)

* *Sprint 2 - Service Broker Code - Jamarr (or anyone) - Week of April 25th*
* *Utility Mod Pseudocode with IPO chart (Jamarr)*
* *Missing Unit Tests*
* *Any other missing pseudocode and files assigned to members (all)*

1. List of issues, problems, or concern(s)

* *Communication:* the biggest issue! Asynchronous communication is not ideal for group work at the best of times.
* *Personal issues –* Unfortunately, unknown issues amongst the group can cause setbacks and communication infringement.
* *Planning:* Schedules are **still** not clear, so it is hard to plan time to work together in advance. Additionally, communication has impacted planning because responses are often delayed by a few hours between team members. (Note: Lack of communication persists more so due to the heavy workload of the near-end of the semester)
* *Accountability:* I (Janissa) think because we do not know each other, it is harder to conceptualize the group as a team or prioritize this work above other classes. This is not a result of ill will, just the natural result of not having any way to see or contact each other more directly.
  + *Moving forward, I will personally begin brainstorming and sketching things out on my own, so that the group will always have something started to work with if we cannot meet until close to the due date.* (Janissa)
* Accountability: I (Jamarr) agree that the lack of in-person communication hinders progress for the group work. For example it is easier to set up a meeting and/or meet up after an in-person class for group work but that cannot be said for virtual and having constant outside issues affecting work .
  + Moving forward: As I deal with personal issues I will try my best to set aside more time to code and communicate more with the group so deadlines are not ill-met.