Our team will be using GroupMe in order to communicate and organize team meetings. Meetings will occur on Zoom on a weekly basis, and the Zoom links will be sent out by Emily. We will aim to have at least three to four members of our team attend each team meeting, however, we will still prioritize picking times where all members are available. If any members are unable to attend after going through all of our options, the members who did attend will relay the information through GroupMe afterwards.

One challenge that our team has is scheduling conflicts. We are all very busy so it is going to be hard to find times that everyone in the group is available. Some members are not too confident with their mySQL skills and some didn’t have prior experience to mySQL either. Lesly, Henry, and Theodore have one to two jobs outside of school. Emily has club meetings Monday and Thursdays, and Theodore has club meetings on Thursdays. Yazeed is a TA and project coordinator for a psychology lab. These are all of our main priorities, and we will make sure to communicate any additional concerns through GroupMe.

When it comes to addressing these challenges, we will make sure to stay organized and schedule Zoom meetings about a week in advance. By having a schedule of upcoming assignments and having members who are responsible for keeping track of scheduled meetings and assignment due dates, we’ll be able to complete our deliverables before the deadline as a team.We also have a google drive folder of our deliverable files so we know where to go when looking at past assignments and where to create new ones. Communication is important, so we’ll make sure to discuss all questions, concerns, and plans through GroupMe. When it comes to the challenge of growing our mySQL confidence, we’ll be very encouraging to each other throughout the weeks as well as help explain and clear up any confusion on mySQL concepts for better understanding.

Each person in the team is going to have their own designated roles. Yazeed is the coordinator and he is responsible for distributing the workload among other members. This is important when distributing tasks for deliverables during our meetings since we can all be held accountable for our parts this way. Lesly is the communicator and she is responsible for reminding everyone of upcoming deadlines and sending reminders to everyone of what their designated tasks are. Emily is also a coordinator and she is responsible for reminding everyone when meetings are, creating and sending out zoom links, and scheduling meetings where we are all available. Henry and Theodore are both motivators and they are responsible for encouraging everyone to do their work and stay focused.

Theodore will be the liaison for project-related submissions and is primary contact with instructors. Emily will be the alternative liaison.

For each project deliverable, we’ll give ourselves at least two weeks to work on them. The first week will be for assigning roles and tasks, and for scheduling zoom meetings for check-ups and live working sessions. During this time, each member can work on their section and task on their own. The week before a deliverable is due, we’ll meet up online through Zoom to work on them in live sessions and come up with a final draft. Afterwards, we’ll be refining the assignment, making final changes, and have Theodore or Emily, the alternative, to submit it.

| Assignment | Distribute tasks, work individually, schedule live work sessions (Week 1) | Live work sessions, final draft, refining assignment (Week 2) | Submitting assignment |
| --- | --- | --- | --- |
| Project Proposal | 10/2 - 10/09 | 10/10 - 10/14 | 10/16 |
| Proposal Review | 10/19 - 10/23 | 10/26 - 10/29 | 10/30 |
| Project Progress Report | 11/3 - 11/10 | 11/12 - 11/19 | 11/20 |
| Project DB and Final Report | 11/23 - 12/4 | 12/5 - 12/12 | 12/14 |

For our finalists on team project topics, the first potential project topic is about songs. This database would include information about top songs from a streaming or music service such as Spotify or Apple Music, and we would be selecting the top songs of the charts from the years 2000 to 2009. This information would cover song titles, artists, release year, streaming availability, ranking, and more.

The second potential team project topic could be about soccer matches, such as a database for soccer matches from the Premier League from the last 5 years. This database could potentially track when the matches happened, where it happened, the score, the length of the game, and the players that participated in said matches.