| 1)Executive Summary | | | | |
| --- | --- | --- | --- | --- |
| Project Manager | | Status Date | Phase | |
| *Helen Chavez* | | 3/13/24 | Week 2 | |
| Project Status Schedule | G | We are up to date with the gantt chart, and ready to complete all tasks i next week for Milestone 2 | | |
| Green = Launch On Schedule | Yellow =Tasks Behind Schedule | | | Red = Critical Path Impact |
| Project Document Repository | <https://drive.google.com/drive/folders/1UsiIZgvbP0VKFVAeREJcglKZ8Be8Ly7z?usp=drive_link> | | | |

| 2) Key Schedule Milestone Tracking from Gantt Chart | | | | |
| --- | --- | --- | --- | --- |
| Tasks | Target Date | Actual Date | Status (%) | Comments |
| Detailed Description | 2/26 | 3/11 | 100 | We refined the paragraph |
| List of Requirements | 2/26 | 2/28 | 100 | Finished last week, but for Milestone 2 |
| Refined Sketch | 2/28 | 3/11 | 100 | We’ve refined the sketch, Milestone 1 |
| Use Cases | 2/28 | 3/11 | 100 | finished this week |
|  |  |  |  |  |
|  |  |  |  |  |
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|  |  |  |  |  |

| 3) Progress from This Week *<should include pending tasks from previous week>* |
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* Finished Milestone 1
* Refined design and practiced hardware connections

| 4) Progress Planned for Next Week |
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* Finish Milestone 2
* Start Coding the inputs and outputs

| 5) Gantt Chart Updated *<add the newest Gantt Chart>* |
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<https://docs.google.com/spreadsheets/d/12otIYmgZJvqgUEToSNDwGjA-ZpEUDji5/edit?usp=sharing&ouid=101160863970726712975&rtpof=true&sd=true>

| 6) Team-Evaluation for the Week | | | | | |
| --- | --- | --- | --- | --- | --- |
| Team Member Name | No contribution | Poor | Fair | Good | Outstanding |
| Ayush Pant |  |  |  |  | ✅ |
| Dominic Polcyn |  |  |  |  | ✅ |
| Kaitlyn Younger |  |  |  |  | ✅ |
| Thien Tran |  |  |  |  | ✅ |