Franklin University

COMP 670

Virtual Human Project Weekly Individual Report

Team Number:

Your Name:

Week begin day:

Week end day:

Progress for the week

* Brief description of the work you completed and problems you solved this week (Completed on time? Still open?)
* Deliverables (Description of code modules, training data, tests, etc. as appropriate)

Teamwork

* Does your team work/collaborate effectively? Does the Team Leader exhibit good leadership?

Goals for next week

* What issues/tasks will you work on in the upcoming week?

**Team Leader**: please respond to the following questions briefly.

Communication

* Please provide evaluation for your team members. Please provide more information where it’s appropriate.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Member One Name | Member Two Name | Member Three Name |
| Is the member engaged in team communication? |  |  |  |
| Does the member exhibit initiative? |  |  |  |
| Did the member miss any deadlines? |  |  |  |
| Is there assigned issue in which they did not make progress? If so, what is the member struggling with? |  |  |  |
| Any other concerns? |  |  |  |

Team Progress

* At this point, are you confident to complete the project on time?