

Weekly Assessment Report

Trey Cahill, Chris Gropp, Samad Jawaaid, Kevin Riden

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1 Week

2

2 Last week's status

Red

3 Current project state

Yellow

4 Tasks completed last week

- foo
- bar
- baz

5 Tasks to be completed next week

- foo
- bar
- baz

6 Key issues/problems

- foo
- bar
- baz

7 Weekly metrics

Team Member Name	Actuals from Previous Week	Variance for Last Week	Forecast Time for Upcoming Week	Totals to Date	Signature
Trey Cahill	15	(15)	15	15	
Chris Gropp	15	(15)	15	15	
Samad Jawaid	15	(15)	15	15	
Kevin Riden	15	(15)	15	15	