

**Team Name:** Dev Team

**Report Number:** 4

**Reporting Week:** Week of January 31

**Summary of work completed in prior week:**

This week we completed and presented our requirements presentation. To do this we had to distinguish our function and nonfunctional requirements as well and designate the priority and criticality of our functional requirements. We also created a case diagram and a mock interface with 6 pages.

**Summary of work planned for next week:**

Next week we plan to meet again to begin the front-end development of our website. We will also delegate programming tasks to each team member to do this.

**Open issues and action plan to resolve them:**

There are no open issues to resolve right now.

**Project management summary**

| Team member   | Tasks completed   | Hours worked for week | Total hours |
|---------------|---|-----------------------|-------------|
| Matthew Bell  | Created Mock Interface                                  | 3                     | 7           |
| Dana Greene   | Created Case Diagram<br>Created Testing and Risks Slide | 3                     | 7           |
| Alex Dering   | Created Time Frame Chart<br>Created Mock Interface      | 3                     | 7           |
| Peter Russell | Created Overview Slide<br>Created Case Diagram          | 3                     | 7           |

**Meeting summary**

For each team meeting provide the date, time, and location of the meeting. Indicate which members attended the meeting and action items discussed in the meeting.

January 31<sup>st</sup>, 5-6, ERC

Matthew Bell, Peter Russell

Continued work on presentation

February 1<sup>st</sup>, 5-7, ERC

All members attended

Finished presentation as well as case diagram and mock interface