Team 19 Management Report

Laboratory # 1: Risk Reduction Prototypes

Morgan, Laura
Miaw, Jireh
Hauser, Steven
Dworak, Catherine
Bertoglio, David

Work Product

Weekly management report containing the responsibilities of each member over the course of the week and his/her contributions to the weekly tasks. Also includes tasks completed during the meeting, a schedule for the upcoming week, and any significant unresolved problems encountered.

Document Revision Information

Feb 8, 2013 - Created

Approval Sheet

All group members whose names are listed below approve of the document and contributed fairly.

Morgan, Laura
Miaw, Jireh
Hauser, Steven
Dworak, Catherine
Bertoglio, David

Pledge

On my honor, as a student, I have neither given nor received unauthorized aid on this assignment.

Morgan, Laura
Miaw, Jireh
Hauser, Steven
Dworak, Catherine
Bertoglio, David

Table of Contents

Management Responsibilities

88
89 Laura Morgan: Document preparation
90 Jireh Miaw: Scheduling and task assignment
91 David Bertoglio: Configuration management and file system control
92 Catherine Dworak: Web site development
93 Steven Hauser: Presentation preparation

Contributions

94
95 Laura Morgan:
96 • Created the Risk Reduction document and compiled work completed for it
97 • Aided in the completion of the Risk Reduction document
98 Jireh Miaw:
99 • Created documentation for the management report
100 • Oversaw and documented tasks completed during the management meeting
101 in the report
102 • Aided in the completion of the Risk Reduction document
103 Steven Hauser:
104 • Aided in the completion of the Risk Reduction document
105 Catherine Dworak:
106 • Managed and uploaded documents onto the team website
107 • Aided in the completion of the Risk Reduction document
108 David Bertoglio:
109 • Began creation of the evolutionary prototype for the robot system
110 • Aided in the completion of the Risk Reduction document
111

Meeting Overview

Attendees:
        Laura Morgan
        Jireh Miaw
        Steven Hauser
        Catherine Dworak
        David Bertoglio

Meeting Location:
        Rice Hall: Third Floor

Meeting Time:
        1:00 p.m. to 4:30 p.m.

Agenda:

Postlab 1:
- Choose a name for the team robotics company
- Prepare website for uploading documents
- Create risk reduction document for Post-Laboratory assignment 1
- Develop a template for the system specification document
- Prepare management report
- Develop evolutionary prototype for the robot system

Prelab 2:
- Determine requirements for the robot control system
- Develop ideas to present to the customer
- Develop a mock-up GUI
- Create an SRS for the mock-up GUI
- Prepare a presentation for our GUI
- Develop a draft of specifications for the communications protocol

List of Completed Tasks
- Choose a name for the team robotics company
- Prepare website for uploading documents
- Create risk reduction document for Post-Laboratory assignment 1
- Develop a template for the system specification document
- Prepare management report

146 **Schedule for Upcoming Week**

147 **Additional Meeting:**
148   Feb 10, 2013 at 1:00 p.m

149 **Tasks to be Completed:**
150 Laura Morgan
151   • Create specifications document   Feb 11
152 Jireh Miaw
153   • Create specifications document   Feb 11
154 Steven Hauser
155   • Develop mock-up GUI   Feb 10
156 Catherine Dworak
157   • Create specifications document   Feb 11
158   • Get in contact with group 20 for communications protocol   Feb 10
159 David Bertoglio
160   • Finish evolutionary prototype   Feb 10
161

162 **Unresolved Problems**
163