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March 1, 2013

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Team 19 Management Report

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Laboratory # 3: Implementation Planning

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Morgan, Laura

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Miaw, Jireh

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Hauser, Steven

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Dworak, Catherine

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Bertoglio, David

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Work Product

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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.

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Document Revision Information

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March 1, 2013 - Created

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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

64	Table of Contents	
65	Management Responsibilities.....	4
66	Contributions	4
67	Meeting Overview.....	5
68	Attendees:.....	5
69	Meeting Location:	5
70	Meeting Time:	5
71	Agenda:	5
72	Postlab 3:.....	5
73	Prelab 4:	5
74	List of Completed Tasks	5
75	Schedule for Upcoming Week	6
76	Additional Meeting:	6
77	Tasks to be Completed:.....	6
78	Unresolved Problems.....	6
79		
80		
81		
82		
83		
84		
85		
86		
87		

88 **Management Responsibilities**

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

94 **Contributions**

95	Laura Morgan:	
96	Jireh Miaw:	
97		• Documented tasks completed during the management meeting in the report
98		• Calculated COCOMO effort cost estimate and documented results
99		• Create process report
100	Steven Hauser:	
101		• Defined new risks and documented resolution approaches
102	Catherine Dworak:	
103		• Updated milestones and associated schedule
104		• Created work breakdown structure
105	David Bertoglio:	
106		• Updated milestones and associated schedule
107		• Created work breakdown structure
108		

109 Meeting Overview

110 Attendees:

111 Laura Morgan
112 Jireh Miaw
113 Steven Hauser
114 Catherine Dworak
115 David Bertoglio

116 Meeting Location:

117 Rice Hall: Third Floor

118 Meeting Time:

119 Friday, 1:00 p.m. to 4:00 p.m.

120 Agenda:

121 Postlab 3:

- 122 • Define new risks and document resolution approaches
- 123 • Update milestones and associated schedule
- 124 • Create work breakdown structure
- 125 • Create Gantt chart based on milestones
- 126 • Create process report
- 127 • Create specification critique for on-board and debugger specification
- 128 • Calculate COCOMO effort cost estimate
- 129 • Create Management report

130 Prelab 4:

- 131 • Develop skeleton of a test tool for the on-board robot
- 132 • Revise and refine the draft specification for the communications protocol
- 133 • Create a presentation for the protocol specification and test tool

134 List of Completed Tasks

- 135 • Define new risks and document resolution approaches
- 136 • Update milestones and associated schedule
- 137 • Create work breakdown structure
- 138 • Create process report
- 139 • Calculate COCOMO effort cost estimate
- 140 • Create Management report
- 141 • Revise and refine the draft specification for the communications protocol

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144 **Schedule for Upcoming Week**

145 **Additional Meeting:**

146 March 3, 2013 at 3:30 p.m in Rice 3rd floor

147 **Tasks to be Completed:**

148 Laura Morgan

149 • Complete specification critique March 3

150 Jireh Miaw

151 Steven Hauser

152 • Create Gantt Chart March 3

153 • Finish work breakdown structure March 3

154 Catherine Dworak

155 David Bertoglio

156 • Create on-board test tool skeleton March 3

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158 **Unresolved Problems**

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