

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

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Management Responsibilities

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

Contributions

Laura Morgan:

- Created the Risk Reduction document and compiled work completed for it
- Aided in the completion of the Risk Reduction document

Jireh Miaw:

- Created documentation for the management report
- Oversaw and documented tasks completed during the management meeting in the report
- Aided in the completion of the Risk Reduction document

Steven Hauser:

- Aided in the completion of the Risk Reduction document

Catherine Dworak:

- Managed and uploaded documents onto the team website
- Aided in the completion of the Risk Reduction document

David Bertoglio:

- Began creation of the evolutionary prototype for the robot system
- Aided in the completion of the Risk Reduction document

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

Schedule for Upcoming Week

Additional Meeting:

Feb 10, 2013 at 1:00 p.m

Tasks to be Completed:

Laura Morgan

- Create specifications document Feb 11

Jireh Miaw

- Create specifications document Feb 11

Steven Hauser

- Develop mock-up GUI Feb 10

Catherine Dworak

- Create specifications document Feb 11

- Get in contact with group 20 for communications protocol Feb 10

David Bertoglio

- Finish evolutionary prototype Feb 10

Unresolved Problems