

PROJECT STATUS REPORT

FLEX DATA INC.

AS OF: 11/03/2024

PROJECT STATUS SUMMARY

Percent Complete: 12.0%

Scope	Schedule	Risks	Quality
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Scope:

This week was focused on retagging our data to be able to train our new model, learning about render, and started looking into digital ocean though this one should take around one more week. We are retagging our data to make it more versatile for not only the model we are making but for all of the other models that are already created. We need to do this to train the model so this is a good first step.

Schedule:

I think we are pretty ahead of schedule since we are already tagging the data. We were given 3 videos to watch which made it incredibly helpful to complete the tasks. Receiving this help definitely helped minimize the time I thought it would take to complete the tasks.

Risks:

Some risks I noticed while working this week, was the inefficiency of the programs. They aren't very fast and that makes me think we will need to work on them to hopefully make them work a lot faster. It took around a day to tag 45k achievements which felt incredibly long. I am wary that as we go on we will find more inefficiencies that we will need to tweak.

Quality:

Overall, we gained a very deep understanding of the tagging process and other platforms we have recently gained access to that the company uses. This will be beneficial for future tasks because we will know what to do and not do. Being able to notice the inefficiencies within the code was also very helpful to make the code run faster within reasonable editing limits.

WORK PLANNED FOR LAST WEEK

1. receive, assign, and (hopefully) complete new tickets
2. TA meeting
 - a. go over previous tickets
 - i. is there anything else we need
 - ii. what other tips can she offer
 - b. any other tips
3. Team meeting
 - a. go over tickets as well
 - b. make sure people have access to new software
 - c. prepare for sponsor meeting

4. Sponsor Meeting
 - a. watch tutorial videos prior
 - b. ask clarifying questions
 - c. anything else he would like to discuss

WORK COMPLETED LAST WEEK

1. Complete most of the new tickets
 - a. did not complete every single [Stretch] ticket as they were a little too much
2. TA meeting
 - a. gave an update on our progress
 - b. established better sprint schedules
3. Team Meeting
 - a. Assigned tickets and other issues
 - b. clarified any questions or doubts
 - c. made sure everyone was doing something
4. Sponsor Meeting
 - a. was canceled and just became watching the videos
 - b. We also made it a Q and A for anyone who needed extra clarification.

WORK PLANNED FOR NEXT WEEK

1. Receive next week's issues
 - a. assign
 - b. complete
2. Team meeting
 - a. discuss last weeks tickets
 - i. make sure everyone did something
 - ii. check in on every member
 - b. discuss this week's tickets
 - c. assign them to everyone

OPEN ISSUES

1. Researching Digital Ocean
 - a. Status: On schedule

DELIVERABLES AND MILESTONES

Milestone	WBS	Planned	Forecasted	Actual	Status
First Draft of Project Charter	001	09/29	09/29	09/29	Completed
Final Draft of Project Charter	002	10/06	10/06	10/13	Completed
Research	003	10/20	10/20	10/20	Completed
Understand how models function	004	10/20	10/20	10/20	Completed
API and Model Research	005	10/29	10/29	11/03	Completed
Security Audit	006	10/27	11/03	11/03	Completed
Digital Ocean Research	007	11/3	11/05		On Going

Deliverable	WBS	Planned	Forecasted	Actual	Status

OPEN CHANGE REQUESTS

Change Request Name	Change Request Number	Request Date	Current Status
Add timesheets	001	11/03	Undergoing change in google sheets
Added new csv files to repo	002	11/03	Waiting for sponsors approval

KEY PERFORMANCE INDICATORS (KPI's)

Schedule - Project is **ahead of Schedule**

Schedule Variance (SV): +3 days