Work Log 1:

Date: 1/24/2016

Start Time: 12:57 PM

Task: Establish a communication plan through Skype.

Estimate Time: 10 minutes.

Actual Time: 33 minutes.

Notes: We created a group Skype account so we can talk to each other when we can't meet at school.

Date: 1/26/2016

Start Time: 4:00 PM

Task: Come up with questions and requirements for the magnetic script reader software.

Time Estimate: 1 hour

Actual Time: 30 minutes

Notes: We created a google documents page that we can access and add questions to. Yingjun was not apart of the conversation for an unknown reason. (Addendum) Yingjun thought we were meeting in the computer lab at 3:30 PM instead of skyping each other at 4:00 PM which is why she was not apart of the conversation.

Date: 1/27/2016

Start Time: 2:00 PM

Task: Come up with questions and requirements for the magnetic script reader software.

Time Estimate: 1 hour

Actual Time: 30 minutes

Notes: We came up with more questions for the requirements. Zach was not there because he was sick.

Date: 1/30/2016

Start Time: 7:00 PM

Task: Work on questions and requirements for the magnetic script reader.

Time Estimate: 1 hour

Actual Time: 1 hour 10 minutes

Notes: We discussed who and when is going to talk to our client. I was nominated as team leader. Austin was unable to Skype due to being at his brother's birthday party.