[Krupaben Kothadia](mailto:kkothadi@asu.edu)

Preparing Weekly Report

Preparing Work\_Distribution\_Draft

Preparing individual in-depth report

Preparing individual progress report

Evaluating and approving team members’ individual progress and in-depth reports

Evaluating and approving GANTT Chart

Evaluating and approving Weekly Report

Assigning the task distribution

Providing summary of content for weekly report and GANTT Chart

Organizing group meetings

Organizing google drive

[Gautham Vijayaraj](mailto:gvijaya6@asu.edu)

Preparing Weekly Report

Preparing individual progress report

Evaluating and approving team members’ individual progress and in-depth reports

Evaluating and approving GANTT Chart

Evaluating and approving Weekly Report

Taking meeting notes

Assigning the task distribution

[Avani Mundra](mailto:amudra@asu.edu)

Preparing individual progress report

Preparing individual in-depth report

Evaluating one team member’s individual progress and in-depth reports

[Justin Young](mailto:jtyoun15@asu.edu)

Preparing individual progress report

Preparing individual in-depth report (if any)

Evaluating one team member’s individual progress and in-depth reports

[Anuranjan Dubey](mailto:adubey37@asu.edu)

Visiting Writing Center

Preparing individual progress report

Evaluating one team member’s individual progress and in-depth reports

[Rahul Nayak](mailto:rrnayak@asu.edu)

Preparing individual progress report

Preparing individual in-depth report (if any)

Evaluating one team member’s individual progress and in-depth reports

[Sangeeth Santhosh](mailto:ssantho9@asu.edu)

Visiting Writing Center

Preparing individual progress report

Evaluating one team member’s individual progress and in-depth reports

[Yeshwanth Reddy Chennur](mailto:ychennur@asu.edu)

Preparing GANTT Chart

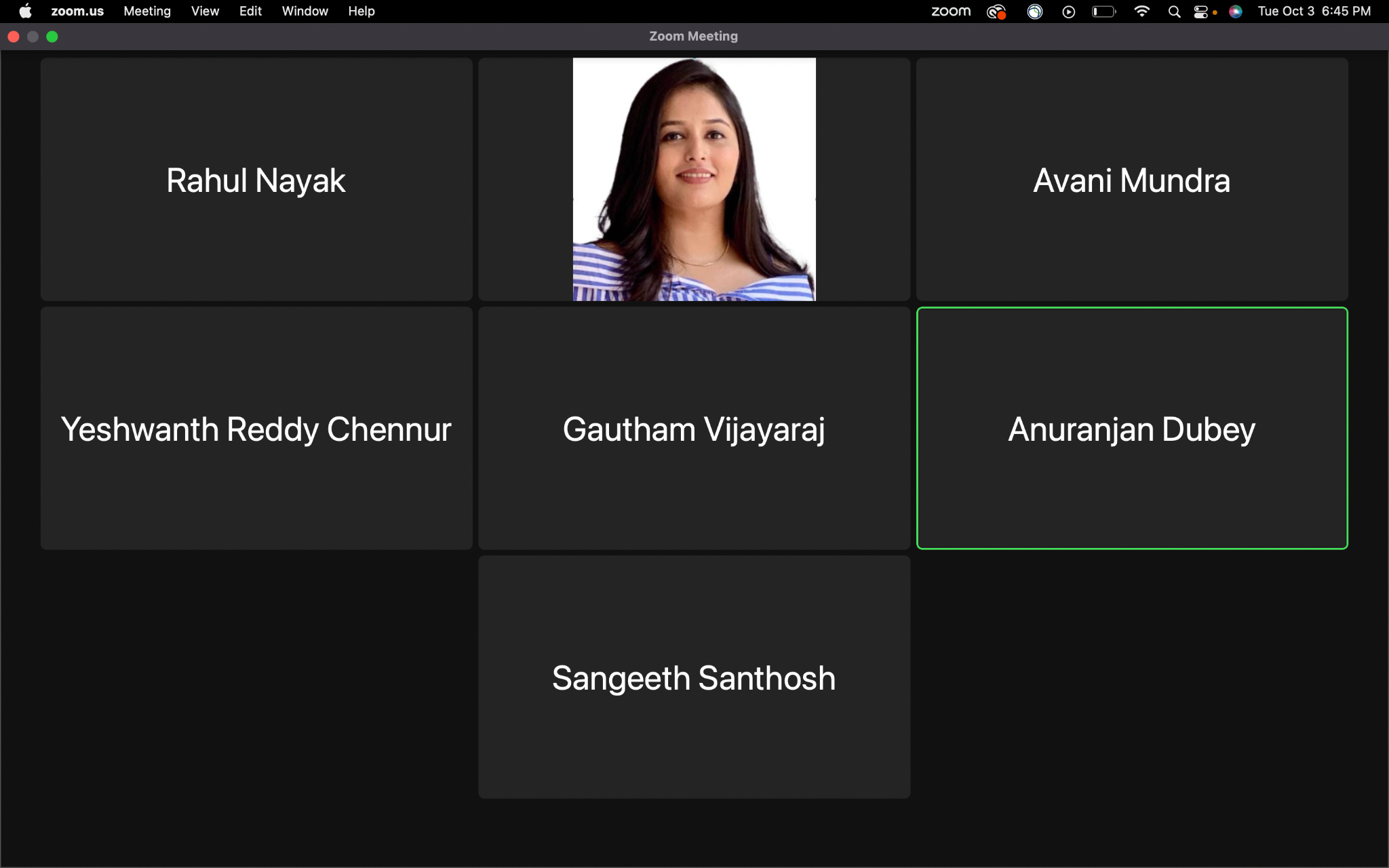
Preparing individual progress report

Preparing individual in-depth report

Evaluating one team member’s individual progress and in-depth reports

**Below is the screenshot of our group meeting with the time stamp on it 10/03/2023 6:30-7:30 pm, please attach this in the weekly report.**

**Team member Absent: Justin**

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