

PROJECT STATUS REPORT

PROJECT SUMMARY

REPORT DATE

28 Jan 2024

TEAM NAME:

Team Tangible Interfaces

PREPARED FOR:

Setup/Prep/Planning

STATUS SUMMARY/COMPLETED ACTIVITIES

Met together as a team and began working on the project proposal document. Planned to finish over the weekend together and then continue overall work on the project itself.

ACTIVITIES IN PROGRESS

TASK	% DONE	DUE DATE	PERSON RESPONSIBLE	NOTES
Project summary	50%	28 Jan 2024	Tony	For advisor
Full timeline	30%	28 Jan 2024	All	For advisor
Project Proposal	50%	28 Jan 2024	All	For assignment 1

ACTIVITIES PLANNED FOR NEXT WEEK

TASK	PERSON RESPONSIBLE	NOTES
Presentation PowerPoint	All	For assignment due 2/18
Project Work	All	Continue overall work on project

RISK AND ISSUE HISTORY

ISSUE	MITIGATION PLAN
N/A	

DID YOUR TEAM MEET WITH YOUR FACULTY ADVISOR THIS WEEK? NO
NEXT SCHEDULED MEETING WITH YOUR ADVISOR 30 JAN 2024