

Weekly Log

2021-11-06

Group Project Name:	The Three Musketeers
Sponsor Company:	Tallahassee Memorial Healthcare
Group Members:	Hailey Skoglund, Gus Lipkin, Maverick Hope

Summary of Weekly Progress:

- Received updates from Jessica Parker about the data request
 - The data is almost done. Jessica is just waiting on approval from TMH. Once she gets the approval, she will send the data to us immediately.
 - Estimate is by the end of the week.
 - As of 11/05, data was delivered to Dr Centeno, but she did not forward to the team
- Wrote and submitted the midterm report

Summary of what was planned for this week but wasn't completed and why (if applicable):

- Get access to the data so that we can begin our exploratory analysis.
 - This is because we are still waiting on the data from TMH.
 - The data was sent to Dr Centeno, but she was out Friday and did not forward the data to the team
- The team wanted to meet with TMH to go over the data because Dr Centeno did not forward the data to the team

Summary of what is planned for this week:

- Get access to the data so that we can start the analysis process.
- Schedule a meeting with Jessica Parker to discuss the data fields and next steps once data is received.
- Begin an exploratory data analysis to learn the dataset and find any shortcomings
- TMH will be reaching out to a Florida Poly grad student who has access to the Google Drive to see if she can give us access over the weekend

Task accomplished by each member:

- **Hailey:**
 - Emailed Jessica Parker for updates on getting the data
 - Finished writing midterm report:
 - Executive Summary
 - Introduction
 - Background
 - Next Steps
 - Conclusion
- **Gus:**
 - Waiting on response from TMH regarding the IP Form
 - Finished writing midterm report:
 - Research Design
 - Analysis
 - Work Breakdown Structure (WBS)
 - Gantt Chart
- **Maverick:**
 - Staying in contact with Dr. Centeno through after class chats
 - Finished writing midterm report:
 - Project Charter
 - Literature Review
 - References
 - Appendix

Blocking issues:

- Students are waiting on Dr Centeno to send them a link to her Google Drive where TMH uploaded the data

Questions or Ideas:

- Here's an idea: Maybe don't add random middlemen to the capstone project management hierarchy. Dr Centeno is very nice, but there is no reason for us to have to go through her for the data. This has set us back by four days, including a full weekend which is a substantial amount of time to be able to begin our EDA. In addition, this project was already set back by a week when Dr Bohm had us first contact Dr Centeno to get our TMH project sponsor's contact information. We are now roughly two weeks behind because we must go through Dr Centeno. This is not her fault but is very frustrating.