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|  | IDC-4942- Capstone  Fall 2021 |

**Weekly Log**

***2021-10-30***

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

**Summary of Weekly Progress:**

* Created WBS
* Created Gantt Chart
* Created Project Charter
* Received updates from sponsor on escalating the data request
* Started writing 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.

**Summary of what is planned for this week:**

* Get access to the data so that we can start the analysis process.
* Finish writing the midterm report
* Schedule a meeting with Jessica Parker to discuss the data fields and next steps once data is received.

**Task accomplished by each member:**

* **Hailey:** 
  + Emailed sponsor about project generated IP and whether the students or TMH own it
  + Emailed Jessica Parker for updates on getting the data
  + Assisted with WBS and Gantt Chart
  + Began writing midterm report:
    - Executive Summary
    - Background
    - Research Design (with Gus)
    - Conclusion
* **Gus:** 
  + Wrote email to Matt Bohm regarding the IP Form
  + Began writing midterm report:
    - Research Design (with Hail)
    - Analysis
  + Created WBS

Diagram

Description automatically generated

* + Created Gantt Chart

**Timeline

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* **Maverick:**
  + Staying in contact with Dr. Centeno through after class chats
  + Checked WBS and Gantt Chart for accuracy
  + Began writing midterm report:
    - Introduction
    - Project Charter
    - Literature Review

**Blocking issues:**

* Legal must review DUA
* Data must be packaged by TMH who are still waiting to get the data from their third party data collection service

**Questions or Ideas:**

* Have the other groups been able to get access to their data?