**Week 1:**

September 20, 2017

Journal 1

**Discussion:**

* About the various requirements and notes provided by the professor in class regarding the project.
* Planned for researching forecast methods from research papers.
* Started applying basic forecast methods taught in class to given data.

**Before Next Meeting…:**

* Bring four forecasting journal methods to discuss next meeting. From the four methods provided they will be reviewed and the top two will be chosen.

**Week 2:**

September 27, 2017

Journal 2

**Discussion:**

* From each project member, journals were brought forward
* Discussed the forecasts found and which would fit our data best
* None of the forecasts were adequate

**Before Next Meeting…:**

* Bring more forecasts, original journals were far to in depth. They also did not match the type of trends the current products have
* Plan a tentative timeline

**Week 3**

October 11, 2017

Journal 3

**Discussion:**

* The forecast we began to narrow down. Put them into excel and calculated the forecasts.
* Using the first ten data points, we experimented with different forecasts for each product; this forecasted data was compared to the next ten provided points; if the data followed the trend correctly, then we hypothesized the correct forecast method

**Before Next Meeting…:**

* Calculate and ensure the correct forecast is matched with each product
* Start Midterm Report and layout

**Week 4**

October 19, 2017

Journal 4

**Discussion:**

* Finish up all “experimenting” forecasting
* Begin forecasting for season 21-25

**Before Next Meeting…:**

* Work on the journal forecasts and ensure each work with one of the products
* Begin thinking about aggregate planning
* Check if project is on track for completion by first week of November
* Continue Midterm Report

**Week 5**

October 26, 2017

Journal 5

**Discussion:**

* Discussed Arima Forecast method
* Began Aggregate Planning with Product 4 and 5
* Found challenges in Product 5 Level Plan
* Forecast for Product 1 not finished

**Before Next Meeting…:**

* Confirm correct calculations for the current planning
* Finish forecasts for Product 2 and 3
* Find second Journal Forecast method
* Continue Midterm Report, insert finalized forecasts

**Week 6**

October 31, 2017

Journal 6

**Discussion:**

* Reviewed current Aggregate plans
* Researched for Journal 2
* Discussed Journal 2: Time-Series Forecast using Holt Winters Exponential Smoothing

**Before Next Meeting…:**

* Be ready to finish the Aggregate planning and continue writing the Midterm Report

**Week 7**

November 7, 2017

Journal 7

**Discussion:**

* Began calculating costs for aggregate plans
* Compiling all forecasts and aggregate planning into one book

**Before Next Meeting…:**

* Check numbers and redo aggregate to fix workers
* Ensure all formulas are within cells and link together

**Week 7**

November 8, 2017

Journal 8

**Discussion:**

* Continue compiling all sheets into one book

**Before Next Meeting…:**

* Wrap up report

**Week 9**

November 12, 2017

Journal 9

**Discussion:**

* Finish Report

**Before Next Meeting…:**

* Check everyone agrees on calculations and how the report is written
* Turn in report on Tuesday, November 14

**Week 9**

November 16, 2017

Journal 10

**Discussion:**

* Finish Report
* Recalculating MPS

**Before Next Meeting…:**

* Continue Report

**Week 9**

November 18, 2017

Journal 11

* **Working separately through the weekend on our own areas**

**Week 10**

November 29, 2017

Journal 12

**Discussion:**

* Review midterm report
* Discuss problem areas
* Start new report
* Start capacity planning
* Start simulation

**Before Next Meeting…:**

* Begin assigned project areas with partner

**Week 11**

December 4, 2017

Journal 13

**Discussion:**

* Review midterm report
* Discuss problem areas
* Start new report
* Start capacity planning
* Start simulation

**Before Next Meeting…:**

* Begin assigned project areas with partner

**Week 12**

December 4, 2017

Journal 14

**Discussion:**

* Check up on progress with capacity planning and simulation

**Before Next Meeting…:**

* Continue writing report

**Week 12**

Decmber 5, 2017

Journal 15

**Discussion:**

* Finish majority of report
* Fix Appendices

**Before Next Meeting…:**

* Finish assigned report topic

**Week 12**

December 7, 2017

Journal 16

**Discussion:**

* Complete report
* Complete simulation
* Zip Files

**Before Next Meeting…:**

* Turn in report on Canvas