


Ian Rule, Biswas Gauli, Kaleb Pittman, Nikita Feoktistov  
Professor Alan Paradise, TA Anna Glass  
CSCI 4308-800  
Due Date: 16 October 2023 by 8:00 AM


### **Unpluq Status Report (Week 7: Oct. 9 - 15)**

#### **Update on Features, Milestones, and Deliverables (Kaleb Completed)**

##### Deliverables

No deliverables currently planned this week. 

##### Milestones

- Beginning of research on extension-app infrastructure
  - Began this week on Oct 12th.
  - Completion date: Nov 12th.
  - Status: On schedule 

#### **Important Team Meetings (Kaleb Completed)**

- Had meeting with TA (10-11)
  - Discussed weekly completion of project status report, will get back to us.
  - Timesheet format was approved.
- Had third meeting with sponsor (10-12)
  - Met graphic designer Tim Smits.
  - Shared project charter v1.
  - Discussed logistics of the research phase.
  - Introduced to project management software asana.
- Team meeting (10-13)
  - Divvied up avenues of exploration regarding research phase to team members
  - Organized Asana workspace.
  - Slightly altered role responsibilities.
  - Discussed outreach for the project's research phase.
  - Revised project charter according to Jorn's feedback.

#### **Labor Completed (Biswas Completed)**

##### Ian Rule

- Attended meetings and lectures
- Scheduling meetings and communicating with team members, sponsors, and the TA
- Some of their time went into the Project Status Report
- Total hours: 6 hrs

#### Kaleb Pittman

- Attended meetings and lectures
- Created timesheet templates for team members as per TA's instructions
- Majority of time went into the Project Status report and taking care of documentation
- Total hours: 5.25

#### Biswas Gauli

- Attended meetings and lectures
- Majority of time went into the Project Status report and the Project Charter
- Total hours: 4.75

#### Nikita Feoktistov

- Attended meetings and lectures
- Majority of time went into the Project Status report and the Project Charter
- Total hours:

### **Issues or Risks Encountered (Nikita to Complete)**

### **Changes & Plan for Next Week (Ian Completed)**

#### Changes to Project Requirements

- We will have a “project requirement” document due in Canvas sometime over the next few weeks
  - Basic outline will be: functional requirements, user stories/use cases, and non-functional requirements
- Jorn requested that each of us reach out to two people each for advice on how to integrate the browser extension we build with the current Unplug mobile applications
- We changed a few of our individual project responsibilities
  - Kaleb is now responsible for submitting our completed assignments at the end of each week
  - Ian is now responsible for keeping Asana tasks up to date

- We changed a couple of our communication standards this week
  - Ian will keep Asana tasks up to date, and the rest of the team will be responsible for checking what they need to complete/the status of tasks on that platform
  - Ian will send a weekly overview of what to expect this week every Monday

#### Plan for Next Week

- Ian will give Kaleb his Unplug tag
- Ian will attend lecture and update Asana tasks
- We will each contact two people each for advice (outlined above in “Changes to Project Requirements”)
- Ian will construct and send a brief meeting agenda to the sponsor team before our next meeting
- We will all fill out timesheets
- We will all complete our sections of the next project status report