To: James Black

Group leader: Cole Trugman Group: Battlebots 3

CC: D2L Dropbox

Date: 01/29/19

Re: ETME/EMEC (499) Weekly Progress

# **Progress**

Tasks Completed:

* Production Readiness Review (PRR)
* Update the Project Management plan

Work in Progress:

* Reviewing the drawing packages for any changes
* Complete the Machine Lab quiz
* Ordering materials

Upcoming Tasks and personnel assignments:

* Schedule Time to start Fabrication