To: James Black

Group leader: Cole Trugman for Group: Battlebots 3

CC: D2L Dropbox

Date: 9/12/18

Re: ETME/EMEC (489 or 499) Weekly Progress

# **Progress**

Tasks Completed:

* Group members met
* Exchanged contact information
* Met advisor
* Scheduled weekly meetings
  + Reserved room
* Decided on Solidworks as modeling software
* Selected team leader

Work in Progress:

* Setting up GitHub repository
* Setting up group rules

Upcoming Tasks and personnel assignments:

* Draft Problem Statement and Level One Requirements
* Make a Gantt Chart
* Brain ideas
* Research control and power systems
* Research Battlebot designs from competitions

Issues and Concerns:

* Our team has minimal electrical and programming experience

Leadership Schedule:

* Week 1: Cole Trugman
* Week 2: Ivan Albert
* Week 3: Nishagar Raventhiran
* This will repeat every three weeks and the next weeks leader will take minutes.