Item Name:

Author:

Completion Date:

**Stage 1: Prototypes**

<paste some screen dumps of prototypes>

Provide brief rundown of current state of the item.

Provide a functionality list, noting what needs to be done, and what is done if anything

**Stage 2: Initial Functionality**

< Post screen dump of by this stage fleshed out functions etc>

< Take some screenshots of compiler errors, before fix and after, make note of how you resolved it>?

<Update functionality List>

**Stage 3: Finalize**

< Show screen dump of finalized code >

< Note(if any) remaining errors that need group attention -possibly provide a screen dump of problem area?>

< Show it passing a CPPunit test? >

<Update functionality List>

<Report>

Write a brief rundown of your process

Process breakdown

<note down key revision numbers>

make note of key revision numbers, when major changes happened milestones, this should highlight when a major problem is overcome etc

<group notes>

write down anything that needs to be brought to groups attention at a meeting regarding your item.