

Weekly Report for Week Ending Mar 6th (Report 6)

John Deere

Jordan Meidinger

Jayden Rosenau

Anna Carlson

Wyly Andrews

Status Summary

- Everything is going smoothly.
- Most pages are complete

Top Highlights

- Majority of the views are done
- Half of the layouts are done

Top Lowlights

- Project specification is due
- .gitignore was set up too late into the project, causing many extra __pycache__ files to bog down the project

Activities, Accomplishments, and Project Effort

Member	Activity	Description	Status	Effort
Jordan	Help others	Work with others to finish tasks.	Complete	16hrs
Jayden	Coding Team view	Set up Team's page and favorites for project page.	Complete	9hrs
Anna	HTML/CSS	Finish HTML and CSS for dashboard, teams, projects pages.	In Progress	3.25hrs
Wyly	Making plotly graphs	More graphs were requested, with more customizability	Complete	3hrs

List any activities undertaken by members of the project team in the last week in the table above. These can include things done as a group, but should be broken down for each individual team member.

Effort should be estimated in terms of hours of time taken (e.g., 1.5 hours, 3 hours, .5 hours, etc.)

Tasks for Next Week

Member	Task	Description
Jordan	Docs/	Finish Read.me and start Project filter
Jayden	Coding	Create user and about view and finish defect/review detail permissions
Anna	Css	Dark and light theme for the whole website
Wyly	Plotly	Create more graphs and finish date filtering feature

List any assigned tasks for each team member for the next week. Every team member should have at least one individual assigned task, but you may also list items that are collectively assigned to the entire group (such as team meetings).

For the next weekly report, you can copy these items into the activities, accomplishments, and project effort table above and add status updates and information for expended effort.

Risks

<u>ID#</u>	<u>Status</u>	<u>Risk</u>	<u>Owner</u>	<u>Probability/ Priority</u>	<u>Impact</u>	<u>Trigger</u>	<u>Recommendation / Resolution</u>
1	Open Closed	Mis - communication with sponsors about project tasks	Team	20%	Loss of time, work put towards the wrong direction	Requirements not established and agreed upon between team and sponsors before February 14	Be open about our view of the project statement with our sponsor, and make sure that any confusion is cleared up immediately
2	Open	Properly distributing tasks amongst teammates	Team	10%	Team stress, mis-allocation of time	Project workload not discussed properly before sprint/week	Make sure we discuss a work/ plan so the project can be completed on time

Issues

<u>ID#</u>	<u>RID#</u>	<u>Status</u>	<u>Issue</u>	<u>Owner</u>	<u>Due Date</u>	<u>Impact</u>	<u>Recommendation / Resolution</u>

Risks and Issues tables should be maintained across multiple documents.

Do not remove issues or risks from the tables once added, but make modifications to the status as necessary.

Use ~~strike through text~~ to indicate previous status that is no longer applicable for a given risk.

Project Success Tracking

Project Success Indicator	1/26	2/07	2/14	2/21	2/28	3/06	3/13	3/20	3/27	3/30	4/03	4/10	4/17	4/24	5/01
Planned milestone events are being met	OK	OK	OK	OK	OK	OK									
Budget is under control	OK	OK	OK	OK	OK	OK									
Quality control results are within specifications	OK	OK	OK	OK	OK	OK									
Change control process shows minimal requests for change	OK	OK	OK	OK	OK	OK									
Project resources are being supplied per schedule	OK	OK	OK	OK	OK	OK									
Project team appears to be cohesive and reasonably happy	OK	OK	OK	OK	OK	OK									
Users seem satisfied with progress of the work	OK	OK	OK	OK	OK	OK									
Top management remains visibly supportive of project goals	OK	OK	OK	OK	OK	OK									
Third-party vendors are delivering quality items on schedule	OK	OK	OK	OK	OK	OK									
Risk events are under control with nothing unusual appearing	OK	OK	OK	OK	OK	OK									
Project training program is progressing according to plan	OK	OK	OK	OK	OK	OK									
Relationships with support groups have no identifiable issues	OK	OK	OK	OK	OK	OK									

Update the Project Success Tracking table for each new weekly report.

Use **OK** to indicate that the project is track according to that criteria. If there is an issue, indicate it with a number and leave a corresponding note in the section below.

Notes:

1:

2: