# **GROUP WEEKLY STATUS REPORT**

| **Meeting/Project Name:** | Algos Anonymous | | |
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| **Date of Meeting:** | Mon 3/15 — Sun 3/21 | **Time:** | Tues and Thurs @ 1 pm |
| **Meeting Facilitator:** | Group 3 | **Location:** | Zoom |

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| 1. Prior Week’s goals |
| * Introduction to team members * Create github repository |

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| 2. Current Week’s Progress |
| * Create trello account * Create lists in trello * User Stories: 2 stories per member * Meeting agenda * Wekly Team Status Report * Upload personal and team status reports to Github and canvas |

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| 3. Next Week’s Goals |
| * Prior sprint’s completion check-in: members upload file into repository (on–off track?) * Assign base and additional features to team members * Establish responsibilities for weekly agenda, team report, individual reports (expect submission by…) * Naming convention for file uploads * Additional user stories to cover base and additional features * Develop timeline for completion of base and additional features * Team members weekly assignment completion check in * Team Agenda and Weekly Team Status Report |

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| 4. Agenda (Instructional Team Discussion) |
| * Review user stories for appropriateness * Discuss timelines and progress expectations * Overview and feedback of Sprint 1 and Sprints 2 (current) and 3 (forward looking) |