

Team 18 Project Status Report 5/30/17

Team members:

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Richard Maxwell
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- Problems encountered
 - The group needed to ensure members with assigned roles are assessing goals for each assignment
- Resolved by planning, communicating and assigning roles to each member early.
- Action items, To-do list items:
 - What needs to be done
 - Review Interactive Design Gallery #2, update prototype and post to Final Interactive Design Gallery
 - Complete final version of project
- Who needs to do it
 - All group members
- When it needs to be done
 - Soft deadline for updating prototype: June 5th
 - Hard deadline for updating prototype: June 6th
 - Hard deadline for posting prototype to Final Interactive Design Gallery: June 6th at 11:59 pm
 - Soft deadline for plan and revision: June 9th
 - Soft deadline for completing final version of project: June 10th
 - Hard deadline: June 11th at 11:59 pm
- How?
 - Use data from project 8 to create plan for updated prototype
 - Review feedback from Interactive Design Gallery #2 to update interactive prototype
- Calendar events:
 - When is your next meeting?
 - Monday 6/5 at 4 pm PST
 - How are you planning to do the next team deliverable?
 - Follow soft deadlines and hard deadlines stated above
 - Follow accepted suggestions from project 8
 - Create and collaborate on report through Google Documents
- How would you rate your group's health? (on a scale of 1-10)
 - 9
- Is there anything you'd like to improve in your team?
 - More feedback on each other's work