Weekly Report for Week Ending 2017-01-26

IBM

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# Status Summary

* Reached out to IBM sponsors
* Set up meeting with sponsors
* Had initial high level meeting
* Scheduled out future meetings
* Created tensorflow env for group
* Started research into tensorflow and associated software (softlayer object storage)
* created github page for project

## Top Highlights

* Met at bdubs. It was delicious
* successful first meeting with IBM

## Top Lowlights

* still not having a clear vision of the flow of project
* confusion on technology (lot of research to be done)

# Activities, Accomplishments, and Project Effort

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Member** | **Activity** | **Description** | **Status** | **Effort** |
| Kyle Merfeld | Installed tensorflow | Installed Tensorflow environment and enabled access for the rest of the group | done | 1 hour |
| all | meeting | met with IBM | done | 1 hour |
| All | started research | looked into tech | in progress | 1 hour each |
| All | group bonding | wings and beer | done | 2 hours |
| marshall | created github | created github | done | 5 min |
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List any activities undertaken by members of the project team in the last week. These can include things done as a group.  
Effort should be estimated in terms of hours of time taken (e.g., 1.5 hours, 3 hours, .5 hours, etc.)

**Goals for Next Week**

* finish project specification document
* research pipeline data into tensorflow
* obtain bluemix trial accounts
* set up boilerplate for project (flake8 travis ect)

## Risks

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **ID#** | **Status** | **Risk** | **Owner** | **Probability/ Priority** | **Impact** | **Trigger** | **Recommendation / Resolution** |
| 1 |  | Not having permanent bluemix accounts | sponsors | 10% | we have to use trial accounts forever | we run out of free accounts | talk to sponsors next week |
|  |  |  |  |  |  |  |  |
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**Issues**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **ID#** | **RID#** | **Status** | **Issue** | **Owner** | **Due Date** | **Impact** | **Recommendation / Resolution** |
|  |  |  |  |  |  |  |  |
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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.

**Project Success Tracking**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Project Success Indicator** | 1/27 | 2/03 | 2/10 | 2/17 | 2/24 | 3/03 | 3/10 | 3/17 | 3/24 | 3/31 | 4/07 | 4/14 | 4/21 | 4/28 |
| Planned milestone events are being met | OK |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Budget is under control | NA |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Quality control results are within specifications | OK |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Change control process indicates minimal requests for change | OK |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Project resources are being supplied per schedule | OK |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Project team appears to be cohesive and reasonably happy | OK |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Users seem satisfied with progress of the work | OK |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Top management remains visibly supportive of the project goals | OK |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Third-party vendors are delivering quality items on schedule | NA |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Risk events are under control and nothing unusual is appearing | OK |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Project training program is progressing according to plan | OK |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Relationships with support groups have no identifiable issues | 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, **NA** to indicate a non-applicable criteria, or a number with a note below.

Notes:

1:

2: