**Memorandum**

To: Professor Peng Shi

From: Louis Yansaud

Date: April 30th, 2018

Subject: DSO 570 Final Project

This memo summarizes the roles and contributions of each person in the DSO 570 final project of course scheduling at USC Marshall. I will first describe my role in the final project and then I will evaluate each of my group members individual contribution (Jae Min Lee, Rachel Feldman, Shuxiao Zhou, Vishnu Kunchur) based on group meetings, interim deliverable 1, interim deliverable 2, and final project deliverable.

As a group member of team 10, I was responsible for coding the constraints of the MIP model. I was also responsible for visualizing the output in both the presentation slides and the final report. I also supported the group members involved in elaborating and writing the constraints, both in concrete and abstract form, on the interim deliverable 2 and the final report. I wrote the results and conclusion on the final report.

Jae Min Lee was responsible for designing the presentation slides in a clear, concise, and attractive format. Jae Min made sure that each slide was understandable to both a technical and non-technical audience. Jae Min also supported the group members involved with the formulation and the application of the MIP model. Jae Min wrote the introduction on the final report.

Rachel Feldman was responsible for outlining ideas on which measure of goodness to use in the interim deliverable 1. Rachel outlined the final report so each group member knew what to write. Rachel also supported the group members involved in applying the application of the MIP model and coding the constraints. Rachel wrote the executive summary, the explanation and limitations on the final report. Rachel also proofread each group member’s work.

Shuxiao Zhou was responsible for writing the constraints of the MIP model. Shuxiao wrote each input quantitatively and qualitatively on the interim deliverable 2 and the final report. Shuxiao proofread each group member’s work on the final report. Shuxiao also supported the group members involved in coding the formulation and designing the presentation slides. Shuxiao wrote the objective function qualitatively on the final report.

Vishnu Kunchur was responsible for elaborating and coding the formulation and application of the MIP model. Vishnu outlined the inputs, the decision variables, the auxiliary variables, the objective function, and the constraints on Jupyter notebook. Vishnu also contributed in writing the application of the MIP on the final report. Vishnu supported the group members involved in coding the constraints. Vishnu wrote the description of the survey data and the preference algorithm.

Overall, each group members contributed equally and performed a great job on the project.