# Atos Mentor Matching
## Biweekly Report X, n<sup>th</sup> of Month Year

Christopher Lau • Harry Chen • Matthew Bell

## Overview

Over the past two weeks we have allocated our time to completing x and y.

However we have also been considering how to further the progress of the project in the areas of u, v and w.

## Meetings To Date

**Meeting 1, n<sup>th</sup> of Month Year** — During this meeting we covered this and accomplished this. We also set our goals for the next period of time.

**Meeting 2, n<sup>th</sup> of Month Year** — In this meeting we met with our client and established this. We then confirmed that x might be the best way to go about y.

## Completed Tasks

Since the previous report these are the tasks that have been completed to date:

- Task 1

- Task 2

- Task 3

## Team Member 1's Section

I have mostly been working on this and that.

## Team Member 2's Section

My responsibility over the past two weeks has mainly been in the following:

1. Developing this component demo.

2. Prototyping this part of the application

3. Designing the component for that

## Team Member 3's Section

Since the last report I have been focusing my efforts on researching the potential technologies for the project.

Through my research I have determined that some of the aforementioned technologies would bring a tangible benefit to the development of the application and the end product.

## Problems To Resolve

Not many problems have been encountered, however the following need to be addressed:

- *Problem 1* — This could be solved by implementing x.

- *Problem 2* — We could lessen this problem by using y to communicate more.

- *Problem 3* — This should be avoided by ensuring that everyone is familiar and up to speed with our chosen source control Git.

## Plan For The Next Two Weeks

Over the next two weeks we will be focusing on the following activities:

- Proceding to begin work on this

- Finalising our designs

- Ensuring our requirements are correct

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### Keeping Up With The Project

To complement these biweekly reports, you can also view these pages:

Project site: http://students.cs.ucl.ac.uk/2016/group19/

Code repository: https://github.com/mbellgb/syseng19-code

Documentation: https://github.com/mbellgb/syseng19-docs