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| **Team Member** | **Due Date** | **Responsibility** | **Complete** |
| Sitara | Phase 1  Tues. Feb. 4th | - UML | ✔ |
| Mazie | - Tentative schedule | ✔ |
| Melinda/Mazie/Sitara | - Project requirements | ✔ |
| Mazie | Phase 2  Fri. Feb. 21st | - Solidify UML project design | ✔ |
| Melinda | - Complete project requirements doc. | ✔ |
| Sitara | - Complete Gantt Chart | ✔ |
| Mazie | - First draft of roles & responsibilities doc. | ✔ |
| Melinda | Phase 3  Fri. Feb. 28th | - Create project schedule doc.  - Update project requirements | ✔ |
| Sitara | - First draft of use case diagram  - Use case specifications doc. | ✔ |
| Mazie | - First draft of design doc.  - Update roles & responsibilities doc. | ✔ |
|  | Phase 4  *Pending* |  |  |