

**Team Name:** LLMAO

**Report Number:** 4

**Reporting Week:** January 30th

**Summary of work completed in prior week:**

This week, we had two team meeting. One in which we met to discuss the technology we will be using for both frontend and backend and see what else needed to be done for the team website. We also met to talk about the project presentation coming up and to talk about what needed to be done for that.

**Summary of work planned for next week:**

Next week, we will be having two meetings. The first one will be Thursday the 9<sup>th</sup> and the second will be Sunday the 12<sup>th</sup>. The first meeting is to go over how much left we have for the project presentation and to go over some models for the paper mockup visuals and try and make sure we have our case diagrams and requirements done. The second meeting is to finalize the presentation and go over what everyone will say and to do some practice presentations.

**Open issues and action plan to resolve them:**

No open issues currently.

**Project management summary**

<b>Team member</b>	<b>Tasks completed</b>	<b>Hours worked for week</b>	<b>Total hours</b>
Riley Outlaw	Met for both meetings, researched languages for the frontend and created a picture mockup user interface idea	2	5
Maddie Lopol	Met for both meetings, spent time working on the software requirement doc, interview summary and case diagrams	2	6
Flower Letourneau	Met for both meetings and researched different languages for backend.	1.5	4.5
Melvin AUVRAY	Met for both meetings, spent time working on the team website, and the requirement tables for the presentation	3	9

Ava Megyeri	Met for both meetings, spent time working on the website, researched languages for backend and created a picture mockup user interface idea	2	6
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## **Meeting summary**

For each team meeting provide the date, time, and location of the meeting. Indicate which members attended the meeting and action items discussed in the meeting.

The first meeting was on Thursday February 2<sup>nd</sup> at 5pm in the COSI lab. All members attended. During the meeting we talked about different frontend and backend technologies we could use for the project and decided that for the next meeting we will do some research and come up with what we will use. We also made sure that we had no big things left to do for the team website. We have the design document and software test plan to still complete.

The second meeting was on Sunday February 5<sup>th</sup> at 3pm outside of the COSI lab. All members attended. The second meeting we went over the project presentations and what we need to have done. Some members started working on case diagrams, paper mockups, and the requirements part of the presentation. We decided going forward everyone should be working on the requirements and the case diagrams and a few members should make paper mockups for how we want our project to look. We then decided to meet two more times next week to finish and prepare for the presentation.