

Period: From **9/25/2024** to **10/1/2024**

Group Project Title: **CarbCapture**

Team Leader's Name: **Cole Kaminski**

Please describe your contributions as the team leader of your group for the indicated period by completing the questions below

1. Organizing work.

1. Submit the project timeline via canvas for the indicated period under review

I updated the Gantt chart to reflect our progress and updated it in Github. I contributed to creating issues and setting up our project view in Github.

2. Communicating goals

1. Did you discuss the milestones and deliverables (noted in the Project Timeline) with team members?

We did not discuss milestones from the Gantt chart. We worked on a plan to begin coding, divided up the work, and keep each other informed on our progress to meet deadlines.

3. Did you delegate tasks (described in the Timeline) to team members?

Our tasks were already delegated via the Gantt chart and in-class discussions. Everyone worked on tasks assigned or issues associated with the project.

4. Did you moderate meetings/discussions?

We did not feel the need to have a meeting for the current stage of our project. I facilitated progress statuses and conversation between the group via Discord.

5. Any contributions to problem solving?

We haven't encountered any serious issues that require problem solving yet. I did find a substitute app developer/GUI tool to use because our previous selection would have required continuous free-trial workarounds or payment.

6. Did you coach to improve team member skill sets?

No, I did not coach to improve team member skill sets. Nobody needed help solving any issues and I don't have the knowledge to significantly assist others in improving their skill set for this project.

7. How did you motivate team members to accomplish their goals?

I checked in with everyone to see their progress over the weekend and discussed in-class what goals we should work on and approximate timelines to start and finish working on them.