### **🌱 Roots Africa Dashboard - 1 - Week Project Plan (Sprint 4)**

**Team Members:** Rishabh Banga, Demetrios Tzamaras, Ildreed Mbami, Scott Chen, Bruck Getnet, Yosef Tsigie  
**Client:** Cedric Nwafor (Roots Africa)  
**Project:** Data Dashboard for Impact Measurement

**Timeframe**: April 9 – April 16, 2025

#### **Week 1 (April 9th - April 16th): Foundation and Early Engagement**

| **Task** | **Owner(s)** | **Deadline** | **Notes** |
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| 🗓 Schedule weekly meetings with Cedric / Roots Africa team | Project Manager | April 10 | Include fixed check-ins on Zoom or Google Meet |
| 📊 Finish generating dummy data | Data Analyst | April 11 | Focus on format, completeness, and consistency |
| 🔍 Begin creating the dashboard on PowerBI using dummy data | Technical Lead | April 14 | Evaluate based on data source compatibility and client capacity |
| 🧠 Brainstorm dashboard layout and key visualizations (low-fidelity wireframes) | UI/UX Lead | April 16 | Align with KPIs and usability expectations |
| 🧾 Prepare summary report of findings + next steps for client review | Project Manager | April 16 | Include insights from interview, data review, tool options |

### **✅ Deliverables by April 16**

* Finish Dummy Data
* Begin Dashboard on PowerBI
* Brainstorm Initial dashboard sketch (low-fidelity)
* Weekly check-in plan with Cedric
* Prepare summary report