Directions: Every week, each team will need to complete and submit this report. All information that is filled in should be filled in with the color **BLUE**.

Team: Arthur Rozenberg, Ronald Mangiliman, Gene Hernandez, Daniel Wiesel

Date: February 26, 2016

Week of Time: 11:30 AM

Attendance: Client N/A In person phone skype/google hangout

Group Member 1: Arthur Rozenberg In person phone skype/google hangout

Group Member 2: Ronald Mangiliman In person phone skype/google hangout

Group Member 3: Gene Hernandez In person phone skype/google hangout

Group Member 4: Daniel Wiesel In person phone skype/google hangout

Scribe (person responsible for submitting reports – duties should rotate: Daniel Wiesel

**Outline of the objectives of this meeting:**

Discussion and establishment of business plan.

**Progress status on the work assigned to each group member:**

No individual work has been completed so far. Project is still in planning stage.

**Discussion on any aid a group member received from any other group members:**

N/A

**Updates on any ad hoc meetings during the week by any two or more members of the group:**

**N/A**

**Positive comments on current status of the project:**

We have planned out the backbone of the project. Currently, we have established categories and what merchandise our business will distribute.

**Concerns about the current status of the project:**

No concerns as of yet.

**Reflections on the past week’s work (what is the consensus of the group on the work that needs to be accomplished in the next week to two weeks:**

**N/A**

**Assignments for each team member for the week:**

**No assignments as of now.**

**Learning objective for each member of the group:**

**PHP and ER practice**

**Date, Time and meeting mechanism for next meeting:**

**Saturday March 5 (time to be determined)**

**Additional Comments or concerns:**