**Phase one Contribution overview**

**MealMind**

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**4601 Mid Rivers Mall Drive**

**Cottleville, Missouri 63376**

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**OVERVIEW**

*Overall Achievements:*

* The team solidified the project scope, objectives, and defined each member’s role.
* A rough draft of the project plan and initial concept was created.
* A GitHub repository was established to serve as the central codebase and collaboration hub.
* All members successfully joined the repository and began initial development and contributions.
* Team meetings were held regularly, with full attendance and active participation from everyone.
* The project kickoff presentation was prepared, and all members contributed to the slide deck and delivery.

***Individual Contributions (Generalized Across All Members):***

Since all members collaborated on most tasks, each team member:

* Helped define and agree on project roles and responsibilities.
* Assisted in drafting the initial project documentation and outlining core features.
* Created or committed initial files to the GitHub repository (e.g., README, placeholder code, or structure).
* Attended all scheduled team meetings to coordinate progress.
* Worked closely with the project manager to develop presentation slides and talking points.
* Participated in presenting the project concept to instructor.