



Weekly Activity Report

October 4 - 14

Tasks	Assigned to	Est. Time-to-Complete	Milestones
-Coordination with client to gather previous forms and reports -Sections 2 & 4 of PP	Cameron Diou (Project Manager)	8hrs	-Project Plan (Version 1) submitted
-PP layouts and formatting conformity -Sections 3 & 5 of PP -Created SCM repository for development	Steven Garcia-Renteria	8hrs	
-Sections 4 of PP -PP layouts and formatting conformity -Overall proofreading of PP	Rebecca Ruch	8hrs	
-Section 1 of PP -Overall proofreading of PP	Harrison Engel	8hrs	
-Section 4 of PP -Started skeleton of website for Brazos	Will Taylor	8hrs	

Notes:

Section 4 took assistance from multiple team members, as it took the most effort, and collaboration.

Client = Dr. Ball

PP = Project Plan