**Team Weekly Report**

**Team:** AIM Portal Overhaul

**Week:** 1

**Members:** Diego Lanz, Shreyas Kumar, Paul Bae, Simone Kang, Aviral Agarwal

| **Status Report** |
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In the past week, we’ve begun a lot of ideation/planning/setup for the project. First off, we scheduled and met with someone from the disabilities office (Justin) and discussed the project in finer detail to learn more about the different roles necessary to use the AIM portal and the responsibilities and features admins have in the AIM portal. Additionally, we reached out to the AIM sales team to learn how they could help us. Instead, we were met with a passive-aggressive email discouraging us to continue this project. From an attached screenshot, we learned how AIM has also been rolling out a “better” version of the AIM portal, with an equally unfriendly interface. Our team also worked on creating lo-fi prototypes to assess different visions for our portal and how we could lay out all features in an accessibility friendly way. After we created these lo-fi prototypes and discussed the pros and cons of each design ourselves, we then used these prototypes to gauge responses from our pilot study. After the pilot study, we then once again took all inputs gathered to find what was good about our initial designs and what was bad about it. In terms of pushing the project forward, we’ve created a Jira to control our product backlog and also created a github repo to have a shared codespace.

| **Current Status** |
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1. What did the team work on this past week?

| **Task** | **Task Lead** | **Status** | **Notes** |
| --- | --- | --- | --- |
| Meeting with sponsor | Simone Kang | Ongoing | Continued meetings every week Monday mornings |
| Lo-Fi Prototyping | Shreyas Kumar | Completed | Used diagrams for pilot studies to gauge responses |
| Created Github Repo | Simone Kang | Completed |  |
| Collected Pilot Studies | Diego Lanz | Completed | Gained valuable feedback on our lo-fi prototypes |
| Requirements Ideation | Paul Bae | Ongoing | Need more requirements/user stories |
| Emailed the AIM company | Simone Kang | Completed | Basically told us that |
| Set up agile board (Jira) | Aviral Agarwal | Ongoing | Need to port over user stories and continue to add more user stories/cases |

1. What feedback has the team received?

| **From Whom** | **Feedback** | **Next Steps** |
| --- | --- | --- |
| Justin (project sponsor) | Gained valuable information about the purpose of the AIM portal, how it’s viewed by admins, and how we could take important parts of the portal and implement it into our solution | Already created another meeting for the next week where Justin offered to give a more in-depth demo of the AIM portal. |
| AIM Sales Team | We were informed by the AIM team that they are currently working on a newer variation of the AIM portal, and that we should meet with them to discuss potential ideas. | Meet with AIM contact to discuss ideas and the design of the new version they are rolling out |
| Classmates | Gained less apparent yet valuable feedback for UI design, features, and functionality. Also got valuable feedback for System Design. Also got feedback to revise our MVP website design | Implement the feedback from pilot studies into our project, and recreate our lead lo-fi design |

1. Are any resources needed? If so, what?

Resources may be needed for: hosting the website, using databases to store sensitive data, using accessibility or other APIs

| **Plans for Next Week** |
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What are your plans for this next week?

| **Task** | **Task Lead** | **Notes** |
| --- | --- | --- |
| Reference search | Individual | Before anything, we go through old AIM portal and go through specific requirements to improve. |
| Decompress input from pilot study | Diego Lanz |  |
| Get familiar with tech stack | Individual |  |
| Work on current report installment | Individual |  |
| Generate a full test (fake) database | Paul and Shreyas |  |
| Port over user stories/cases to Jira | Aviral Agarwal |  |