

WEEKLY REPORT

Group May 1414	Date 11/25/13
Client/Advisor Lee	
Attendees/Role: Craig Gustafson – documents specialist (a) Azmir Vatres – leader (b) Joshua Hendricks – communications (c) Matthew Weidman - webmaster (d)	

Past week accomplishments			
What	Who	When	
Tested integrated components	All	R	
Prepared for presentation	All	Sa	
Constructed enclosure	A B	F	
Continued Website development	D	T	
Plan for coming week			
What	Who	When	
Thanksgiving break			
Pending issues			
Description	Action	Target date	
Individual contribution			
Name	Responsibility	Planed date	Actual date
Craig Gustafson	Constructed enclosure	11/23/13	11/23/13
Azmir Vatres	Constructed enclosure	11/23/13	11/23/13
Joshua Hendricks	Tested integrated	11/19/13	11/19/13

	components		
Matthew Weidman	Tested integrated components	11/19/13	11/19/13
Individual hourly contribution			
Name	Number of Hours	%	
Craig Gustafson	6	25	
Azmir Vatres	6	25	
Joshua Hendricks	6	25	
Matthew Weidman	6	25	

Write more detail report

This week we began preparing for our end-of-semester presentation. We tested our integrated components to make sure we can demo them in our presentation. We also began work on our presentation. We also constructed the enclosure that will house the final project so we can give the review board an accurate depiction of the size of the finished project.