WEEKLY REPORT

Group name : MAY2014-07	Date: September 23, 2013
Client/Advisor: Dr. Daniels	
Attendees/Role Arielle Czalbowski/Communicator Piriya Hall/Project Manager Albert Kurniawan/Analyst Wanting Zhao/Systems	

ACCOMPLISHMENTS FOR PAST WEEK

WHAT	WHO	WHEN
Collaborated with Team 06 to talk about collaboration and how we want to proceed with the project.	Piriya, Team 06's leader	9/19/2013
Set up an additional meeting with client in order to get close look at 3D printer and resolve software demonstration issues present at first meeting.	Arielle	9/17/13
Able to look into different types of carts and determine where we would like to put the 3D printer after a cart is purchased.	Team 06's leader, Piriya	9/18/13

PLAN FOR COMING WEEK/INDIVIDUAL TASKS

WHAT	WHO	WHEN
Become familiar with 3D printing software and and its functionalities and features.	Arielle	9/30/13
Review the present code for the 3D printer and understand its strengths and weaknesses.	Piriya	9/30/13
Albert was not present at our meeting this week, and we were unable to discuss his progress and upcoming goals.	Albert	---
Review the hardware setup between the computer and the 3D printer and ensure that it is in adequate working condition.	Wanting	9/30/13

PENDING ISSUE

ISSUE	RESPONSIBILITY
Current code for 3D printer may not be adequate for our purposes and needs to be carefully reviewed.	*Piriya, Arielle, Wanting*
A location and cart for the 3D printer has not yet been determined, therefore progress has been difficult.	*Team 06's leader, Piriya*
Due to our combined work, we are unsure whether our advising professor wishes for us to hold occasional or frequent joint meeting with Team 06.	*Team 06's leader, Piriya*

INDIVIDUAL HOURLY CONTRIBUTION

NAME	*HOURS*
Arielle	*1*
Piriya	*1*
Albert	*0*
Wanting	*1*