

## **WEEKLY REPORT**

**Date:9/7/2013**

Group Name: Undefined (TBD)

Client/Advisor: Diane Rover

Attendees/Role: Rui Li(Webmaster), Mario Leuang, Kevin Fox(Communications), Taylor Kohn(role pending)

- **Past week accomplishments**

- Team website is working online
- Set up google hangout for the group to communicate
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- **Plan for coming week**

- Meet with advisor to choose a topic for our project
- Form a team name probably based on the project topic
- Better understand the scope of our project and layout what we need to do to be successful

- **Pending issues**

- Idea of the topic which must be innovative
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- **Individual contributions**

- Rui Li - created the project website (<https://sites.google.com/site/may1428cpre491/home>), created the schedule of the incoming task and meeting.Setup Hangouts for the team.
- Kevin Fox - Made first contact with professor and confirmed meeting time for monday

- **Individual hourly contribution(exclude the class)**

- Rui Li - around 2
- Mario Leuang - 1

- Taylor Kohn - 1
- Kevin Fox - 1