

EE 491 WEEKLY REPORT 4

Date: 2/8/2016

Group number: DEC1602

Project title: Web controlled Smart Drainage and Sub Irrigation Control System

Client &/Advisor: Agri Drain Corp / Prof. N. Bowler

Team Members/Role:

Role	Team Member
Team Leader	Anne Ore
Key Concept Holder	Michael Parker
Webmaster	Griffen Clark
Key Concept Holder	Adam Wolter
Communications Liaison	Rodney Barto

✓ Weekly Summary (Short summary about what you did this week)

Our team worked on and completed the first homework assignment which was documenting project details and briefly discussing project specifications and requirements. This gave our team a good start on the first draft for the Project Plan that needs to be completed this week. We have also started preparing for our first Agile meeting with our advisor that is going to be this Thursday.

✓ Past week accomplishments (please describe as what was done, by whom, when)

- ❖ A. Homework for Project Specifications – Whole Team
- ❖ B. Started on first draft for Project Plan – Whole Team
- ❖ C. NDA forms and related documents – Whole Team

✓ Pending issues (if applicable)

- ❖ A. Finishing the project plan/specifications
- ❖ B. Still trying to get a license for JIRA software

✓ **Individual contributions**

<u>NAME</u>	<u>Individual Contributions</u>	<u>Hours this week</u>	<u>HOURS cumulative</u>
Anne Ore	NDA Forms & documents, Project Specificaitons/Plan	2	5
Michael Parker	NDA Forms & documents, Project Specificaitons/Plan	2	4
Griffen Clark	NDA Forms & documents, Project Specificaitons/Plan	2	4
Adam Wolter	NDA Forms & documents, Project Specificaitons/Plan	2	4
Rodney Barto	NDA Forms & documents, Project Specificaitons/Plan	2	4

✓ **Comments and extended discussion**

Our team is starting to get the project plan outlined and specifying what we will be responsible and what the deliverables from our team will be. We are discussing with the client so that both the client and the team is aware of what we are capable of doing and what we are not capable of doing. It is essential that our team meets to specifically work on the first draft of our project plan. This plan, while it is only the first draft, needs to be comprehensive and detailed in order to get sufficient feedback from the instructor, client, and advisor.

✓ **Plan for coming week (please describe as what, who, when)**

- ❖ A. Finish project plan/specification – Whole team
- ❖ B. Submit NDA's and other documents – Whole team
- ❖ C. In person meeting – Whole team
- ❖ D. First Agile meeting with Advisor – Whole team

✓ **Summary of weekly advisor meeting (if applicable/optional)**

Advisor meetings are every other week. Our next meeting is 2/18/2016 (this week).