

EE 491 Weekly Report MAY15-15 Week 1 (8/24/14-8/31/13)

Advisors: George Amariuca **Client:** Challenge Expeditions

Members (roles):

Andrew Wallace (Team lead)
Anthony Wilson (Webmaster)
Ian Monroe (Communications)
Matthew Burzinski (Key concept holder)

Project Title: Challenge Expeditions

Weekly Summary

The main goal this week was to get familiar with one another and determine roles for one another. We also wanted to find a regular meeting time that we could all attend.

Meeting notes:

9/2 Group met in class

Duration: 15 min **Members Present:** All

Purpose and Goals:

Discussed roles
Exchange contact information
Generally tried to get to know each other
Determine meeting time

Achievements:

Decided on roles
Confirmed confirmation of emails
Filled out regular meeting time poll

Pending issues

1. Need to meet with advisor on project

Plans for next week

Everyone will determine the goals and requirements of their roles
We all will meet and discuss our project with our adviser

Individual Contributions(this week)

Andrew Wallace (1 hr) Meeting, filling poll and determining roles
Anthony Wilson (1 hr) Meeting, filling poll and determining roles
Ian Monroe (1 hr) Meeting, filling poll and determining roles
Matthew Burzinski (1 hr) Meeting, filling poll and determining roles

Total contributions for the project

Andrew Wallace (1 hr)
Anthony Wilson (1 hr)

Ian Monroe (1 hr)

Matthew Burzinski (1 hr)