

From: Hedy Lamarr
To: MC Martin
Subject: Weekly Progress Report – *February 25, 2018*

Period: 2/19/18 – 2/25/18
Hours: 6 **Hours to date:** 14

Accomplishments for week ending February 25, 2018:

1. Held second meeting with BAs.
2. Discussed second interview and went over notes.
3. Reviewed first draft of scope and discussed their meeting with Professor Lavin and her notes on the document.
4. Discussed prototype and working with JustInMind

Goals for week ending March 4, 2018:

1. Plan for third meeting with BAs.
2. Work on WBS.
3. Update Draft Budget.

Issues:

1. Not all PMs and BAs could attend meeting.