

From: *Green Team*
To: MC Martin
Subject: Weekly Progress Report – *April 14, 2019*

Period: *04/08/2019-04/14/2019*

Hours: 4 **Hours to Date:** 26

Accomplishments for week ending April_14, 2019

- 1) *Met with BAs to look over the prototype and deliverables in progress*
- 2) *Made changes to completed deliverables*
- 3) *Adjusted the WBS and budget*

Goals for week ending April_14, 2019

- 1) *Start putting the binder together*
- 2) *Complete draft prototype*
- 3) *Finalize the WBS and budget*

Issues:

- 1) *Time management is difficult for the BAs since it's a busy point in the semester*
- 2) *BA team is slightly behind on creating the prototype*