**From:** Team Purple

**To:** MC Martin

**Subject:** Weekly Progress Report – February 24, 2019

**Period:** 02/17/19-02/24/19

**Hours:** 8 hr 55 min **Hours to Date:** 8 hr 55 min

BA meeting 1 hr

BA meeting 1 hr

Scope Document completion (BAs) 4 hr

Scope Document completion (PMs) 15 min

Interview #1 1h 20 min

Interview #2 1h 20 min

**Accomplishments for week ending February 24, 2019**

1. Scope document is critiqued by professor Sclarow during office hours and is finalized officially
2. Established questions for the third interview on the 26th
3. Installed JustInMInd and did extra credit. This ensures the group will get a better understanding of the software for making the final prototype

**Goals for week ending February 24, 2019**

1. Start rough draft of the schema, after third interview
2. Start rough draft of possible business rules
3. Establish who is pursuing documentation and prototype construction roles
4. Team meeting with PMs and BAs

**Issues:**

1. Availability for the whole group to meet at one time
2. Determining effective questions for elicitation
3. Time management with the project conflicting with responsibilities of other classes and those expectations