**From:** Human Powered Vehicle Project (HPVP)

**To:** Mart Doyle

**Subject:** Weekly Progress Report  – October 14, 2016

**Period:** 10/7/16 - 10/14/16

**Hours:**  15    **Hours to Date:** 75

**Accomplishments**

1. *We had our weekly team meeting to discuss progress, revise documents, further break down the schedule of tasks needed, and make sure we know what we need to order before next week and meeting minutes have been posted*
2. *Josh was able to attend our Design Review and gather feedback to benefit our final presentation*
3. *We have half of the back frame welded*
4. *We ordered and received our next cycle of materials, but still have to order the seat, the steering bar, and one wheel*
5. *Recalculated our SolidWorks plan and conducted load testing again with the new plan*

**Goals for** 10/14/16 - 10/21/16

1. *Have design document completed and handed in*
2. *Have all steel for front part of frame cut*
3. *Create/finalize version 1.2 for quality assurance and quality control plans*
4. *Finalize version 1.2 for risk management plan*

**Issues:**

1. *We still cannot find a reliable welder that will be able to schedule consistent time*
2. *The welding shop closes at 4pm daily, and it is very hard to find time where all members necessary can meet and spend considerable amounts of time getting welding don*