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

**To:** Mart Doyle

**Subject:** Weekly Progress Report  – November 18, 2016

**Period:** 11/11/16 – 11/18/16

**Hours:**  15    **Hours to Date:** 135

**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. *We have received all materials needed*
3. *We finished the back frame completely (welding and box included)*
4. *Identified portions needed to add to design document*
5. *Scheduled time to complete welding of front frame over Thanksgiving break*

**Goals for** 11/18/16 – 11/25/16

1. *Finish prototype build*
2. *Schedule stress testing meeting with Heravi (advisor)*
3. *80% complete design document*

**Issues:**

1. *Coordinating when and how to work over Thanksgiving break (people go home/live far away/workshop is closed)*
2. *Language barrier for writing design document*