**From:** *Matt Leaver, Samantha Talarico, Chris Park – Doyle 07*

**To:** Mart Doyle/Anthony Messina

**Subject:** Weekly Progress Report – *October 28*, 2016

**Period:** *10/21/2016-10/28/2016*

**Hours:** *6* H**ours to Date:** *35*

**Accomplishments for *October 21*, 2016**

1. *Engineers machined piston shaft; setback officially recovered from*
2. *Engineers finished 1 more design document section*
3. *Establish plan to have joint presentation preparation with another PM+Engineer group*
4. *Scaled up our measurement of budgeted hours*
5. *Scrapped unnecessary parts*

**Goals for *November 4th*, 2016**

1. *Finalizing some of our deliverable documents (Change Management plan, etc.)*
2. *Have engineers finish redesign of last two components, get approvals, and order parts*
3. *Have engineers finish pressure relief holes section of design document*
4. *Plan joint presentation prep with other group*

**Issues:**

1. *Parts of design document cannot be finished until redesign of components; finishing of design document set back 2 weeks.*
2. *Uncertainty of availability of a component needed for testing*
3. *Very tight schedule to complete design document and machining parts in the next two weeks, but we want time to review before Fall break.*