**From:** Team Italy

**To:** MC Martin

**Subject:** Weekly Progress Report – March 17, 2019

**Period:** 03/11/19-03/17/19

**Hours:** 7h 45 min **Hours to Date:** 21h 15 min

**Accomplishments for the week ending March 17, 2019**

* Completed the drafts of stakeholders register, organizational chart, and RACI chart (BA)
* Reached out to BAs to get updates of their work (PM)
* Scope Document revisions based on the instructor feedback (PM)
* Business Rules first draft finalized and ready for submission (BA)

**Goals for the week ending March 17, 2019**

* Begin prototype development (BA)
* Brainstorm ideas for Use Cases deliverable and finalize first draft (BA)
* Finalize Org Chart and Stakeholder Register, and RACI chart (PM)
* Develop draft of WBS (PM)
* Continue working on deliverables (PM)

**Issues:**

1. No issues at this time.