

From: Noah Gottlieb and Tym Rabchuk
To: MC Martin
Subject: Weekly Progress Report – *November 12th, 2017*

Period: 11/05/17-11/12/17

Hour this Week: 5 **Hours to Date:** 44

Accomplishments for week ending November 12th, 2017

- 1) *Met with project delivery team and received project updates*
- 2) *Met with project sponsor and reviewed WBS critical path and Budget*

Goals for week ending November 19th, 2017

- 1) *Update risk management plan*
- 2) *Touch up documentation*

Issues:

- 1) *Electrical engineer has been sick and his continued participation with the project is questionable*