Progress Report for Week Ending, April 1st

**From:** Ellen Ochoa (Nina Sjostrom, Andrew Min, Khuong Tang**)**

**To:** MC Martin

**Subject:** Weekly Progress Report – April 1st, 2018

**Period:** 03/25/18-04/01/18

**Hours:** 5 **Hours to Date:** 36

**Accomplishments for week ending April\_01, 2018**

*1) Met with BA team to start drafting and creating personas.*

*2) Created a more concrete understanding of roles and responsibilities.*

*3) BA team started to work with JustInMind more.*

**Goals for week ending April\_08, 2018**

*1) Meet with BA team to start review our progress.*

*2) Figure out a schedule to ensure successful completion by the due date.*

*3) Review our own progress as PMs and create a schedule for ourselves.*

**Issues:**

*1) As the semester continues, varying workload makes it slightly harder to meet with everyone’s*

*schedules.*