**From:** *Red*

**To:** MC Martin

**Subject:** Weekly Progress Report – *April 7*, 2019

**Period:** *3*/*31*/*19*-*4*/*07*/*19*

**BA Hours:** 4 **PM Hours:** 1 **Hours to Date:** 30.5

BAs → 3 hours + 1 hour (w/ Sclarow)

Meeting → 1 hour

**Accomplishments for week ending April 7, 2019**

1. *Completed personas - The personas for the final presentation have been completed*
2. *Completed use cases - The use cases for the final presentation have been completed*
3. *Completed prototype framework (BA team)*
4. *Began adding design elements and additional prototype functionality (BA Team).*

**Goals for week ending April 14, 2019**

1. *Revise risk management plan - editing and changing the initial drafted plan*
2. *Revise quality management plan - editing and changing the initial drafted plan*
3. *Revise remaining documentation, including stakeholder register.*
4. *Adjust functionalities in prototype (BA Team)*

**Issues:**

1. *There were minor revisions done to the risk and quality management plan because we are continuing to receive more information about the risk and quality management plans in class. (We will be learning more about these plans this week in class)*