

From: Shannon McCabe, Bridget Silk, Leeya Resson - IdeasX
To: Mart Doyle
Subject: Weekly Progress Report – September 30, 2016

Period: 9/24/16-9/30/16

Hours: 4 **Hours to Date:** 8

Accomplishments for September 30, 2016

- 1) *We had a new group member added, Leeya Resson, and caught her up on the background of the project as well as the documentation we've done so far.*
- 2) *We met with our entrepreneur on Sunday, September 25, to go over our work breakdown structure and agree as a team on the goals set out for the project*
- 3) *We assigned our entrepreneur the task of reaching out to schools that had previously said they would be interested in his completed product, to gauge if their interests or needs have changed.*

Goals for October 7, 2016

- 1) *Meet with our entrepreneur and have him tell us how his conversations went with the schools, then determine if there are any tasks we need to adjust based on those conversations.*
- 2) *Meet as a group and revise our documentation.*
- 3) *Begin drafting a business plan*

Issues:

- 1) *We all have varied schedules and it's difficult to find a large chunk of time that we are all available to move the project forward.*