From: Gobabl Team
To: Mart Doyle
Subject: Weekly Progress Report – Month day, 2016

Period: 10/03/2016-10/07/2016
Hours: 3   Hours to Date: 7

Accomplishments for Month Day, 2016

1) Review the list of 31 artisans and made some search about them, got more detail information about each artisans.
2) Starting our weekly report progress due to our sponsors do not have enough time meet with us.

Goals for Month Day, 2016

1) Start working on PowerPoint, make some changes that increase the feedback from artisans.
2) Finish our PowerPoint by the end of the next week, and start sending email to artisans.

Issues:

1) Project Manager’s feedback always got refused by sponsors. Project Manager should brainstorm more.
2) Due to this week is the midterm for both Project Managers, PM did not check whether or not sponsors doing well.