This week has been a huge success for my team as we as completing many short-term wins. For example, an important function that has been a problem for the team for a while is completed. Now the team is highly motivated to get the project done. In addition, communication has been greatly improved. All BAs know to email Cassandra or I if they cannot make a meeting. Also, the team is doing a great job listing their hours on a spreadsheet that is shared with a team. This makes it easy for the PMs to record hours for the budget. All that is left is some minor updates to the prototype and a client presentation. Although the presentation has not been started yet, I am confident that the BAs have a good understanding of what the presentation will be like. During last week’ meeting, Cassandra and I gave an in-depth explanation of what the presentation will be like and how they should structure it. I know the team is in a good position at this point of the project.