From: Green Team
To: MC Martin
Subject: Weekly Progress Report – April 14, 2019

Period: 04/08/2019-04/14/2019
Hours: 4  Hours to Date: 26

Accomplishments for week ending April_14, 2019

1) Met with BAs to look over the prototype and deliverables in progress
2) Made changes to completed deliverables
3) Adjusted the WBS and budget

Goals for week ending April_14, 2019

1) Start putting the binder together
2) Complete draft prototype
3) Finalize the WBS and budget

Issues:

1) Time management is difficult for the BAs since it’s a busy point in the semester
2) BA team is slightly behind on creating the prototype