

From: Team C, Liwei Yi, Crystal Van & John Kumpf
To: MC Martin
Subject: Weekly Progress Report – October 1, 2017

Period: 09/24/17-10/1/17

Hours: 4 **Hours to Date:** 14

Accomplishments for week ending October 1, 2017

- 1) *We gained further insight into the project at our weekly meeting.*
- 2) *We were able to present our WBS to the class- We gained feedback from both our peers and professor about our current WBS document.*
- 3) *We created the drafts to the following documents:*
 - a. *Budget- We drafted the budget of the project based on information provided to us by our group.*
 - b. *WBS- We created a solid foundation to our WBS.*
 - c. *Scope Document- We drafted our scope, outlining the purpose, objectives, deliverables, ect.*

Goals for week ending October 8, 2017

- 1) *Continue to update and modify our deliverable drafts- We have a solid foundation to many documents and need to continue to update and finalize them.*
- 2) *Meet with the team to discuss their trip to the existing greenhouse and gain further insight into the project, specifically the budget.*

Issues:

- 1) *The engineer group is still in the process of researching and developing their project, making it difficult for us to form some of our deliverables.*
- 2) *We see an urge to gain more funding for the project, which is now late into the project to be thinking about.*