

Report Period: Aug 17 - Sept 6

Summary of Progress in this Period

Met as a team to discuss collaboration and teamwork concepts (for first Reflection). We discussed personal expertises and preferences for project work, as well as creating a plan to discuss with Prof. Duwe.

We discussed the general project overview with Prof. Duwe and had a chance to ask questions. We now have a better grasp of the project, but we will still need more clarification in the coming weeks.

We established our communication and file collaboration platforms for our team. For this, we set up a Slack workspace and used it to coordinate our schedules. We also set up a shared Google Drive folder for working together on reports and other documents.

Pending Issues

Configure GitLab project and confirm access has been granted for all members.

Setup best forms of communication with Prof. Duwe including Slack and a proper recurring Zoom call.

Plans for Upcoming Reporting Period

Further refine technical roles and responsibilities for each team member based on project description.

Write a description of our current understanding of the project to return to Prof. Duwe.

Draft and ask clarifying questions to find the true requirements of the proposed project.

Complete work on Lightning Talk due 9/9.
