Date: February 5th, 2009

To: Dr. Georgas

From: Babel Squad

Subject: Weekly Team Task and Status Meeting Report #1

Team Members: Richard Joe Dean Travis

Last week's Tasks: Status

- Final draft of Requirements and Execution Plan Document
    - Description
        - Apply corrections
        - Add nonfunctional sections
        - Add team bio information
    - Team Task
    - 90% Completed

- Initial Prototype Development
    - Create a basic framework for the web application to reside in.
    - Ricard
    - 100%

- Proof of Drag & Drop Concept
    - Using J Query to implement a javascript based drag & drop system.
    - Dean & Travis
    - 100%

- Proof of Media Streaming Concept
    - Using a flash player to stream flash video content over the web.
    - Joe
    - 100%

This week's Tasks: Work plan

- Combine Prototypes Into One Demo
    - Take all of last weeks PoC's and place them in the prototype web application.
    - Richard

- Conversion of Drag & Drop PoC to Usable Dynamic Template Code
    - Using the knowledge learned on the PoC to create a usable dynamic template for the game design tool.
    - Dean & Travis

- Conversion of Flash PoC to Usable Dynamic Code
    - Using the knowledge learned on the PoC to create a usable dynamic code.
    - Joe

- Design Document & Presentation
    - Creating the design document to enable us to easily create the presentation that is also due.
    - Team Task

Time line check: On schedule for proposed time line.
Other Problems / Other Issues: None to date.