





Weekly Team Task Report

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Team: Cloud Connect				Date:10/04/2017			
Project Title: Cloud-based Device Proxy for On-Premises Hotel Technology							
	Parth Patel Present On-time		Abraham Ramirez Present On-time		Steven Strickland Present On-time		Jacob Serafin Present On-time

Recent Meetings:

- 9/27/2017
- 10/02/2017

TASKS COMPLETED since last meeting:

Task Title: Team Demo site	Task Initiation: 9/25/2017	Orig. Due Date: 9/28/2017	Status: Complete
Who (%): 25% each			
Description: We had to make a demo page with our team name, logo, and names of each member. This page had to be uploaded to the capstone site.			
Expected Outcome: A simple web page that would be the foundation for viewing the rest of our project content.			

Task Title: Research Cloud Proxy	Task Initiation:	Due Date:	Status: Complete
Who (%): Jacob Serafin			
Description: To find examples of device proxy through the cloud and come up with questions to ask client.			
Expected Outcome: To have a list of notes and questions to show clients how up to speed I am on understanding the problem. This way, I can help contribute to our Mini Presentation.			

Task Title: Meeting with Client	Task Initiation: 10/02/2017	Orig. Due Date: 10/02/2017	Status: Complete
Who (%): 25% Each member.			
Description: Our meeting included introductions, questions, light brainstorming, and more awareness of the project. We came in with concerns and left with a good mapping of where to proceed next.			
Expected Outcome: Just an initial meeting with them. Meet with our client and get to know them better. Get to know our project better too!			

This week's Tasks: Work plan for coming week

Task Title: : Mini Presentation	Task Initiation: 25% each	Orig. Due Date: 10/03/2017	Status: In- Progress
Who (%): 25% each			
Description: : We must research about our client and what their company does. After researching the company create a powerpoint presentation with at least 14 slides that explain what the company does and what our objective with the company is. Presentations must last between 5-7 minutes and must be well presented and practiced.			
Expected Outcome: Present the mini intro to the class			

Upcoming Tasks: Planning

Task Title: Meeting with client at their office	Who (%): 25% each	Rough Due Date: (10-13 or 10-20 or 10-27)
Description: Setting up a time and place to meet with the client to tour their office and meet employees who can be additional resources.		

Task Title: Getting to know their devices	Who (%): 25% each	Rough Due Date: Waiting on client
Description: Get familiar with the testing devices given to us by the client.		

Task Title: User stories	Who (%): 25% each	Rough Due Date: Waiting on client
Description: Work with the client to create a set of user stories on a trello board with sufficient detail that when completed will satisfy all requirements.		

Task Title: Create a Github Repository (with client)	Who (%): 25% each	Rough Due Date: Waiting on client
Description: Get environment set up so we can begin on our project and have a set up base.		

Task Title: Update Team Website	Who (%): 25% each	Rough Due Date: 10/09/17
Description: Add onto our current team website the required information and organize our available documentation .		

Other Problems / Other Issues:

N/A