


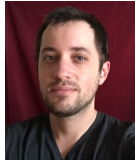


# Weekly Team Task Report

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<b>Team:</b> GNomes				<b>Date:</b> 9/24/19			
<b>Project Title:</b> PeakLearner							
	<b>Jacob</b> Present On-time		<b>Allen</b> Present On-time		<b>Yuanyuan</b> Present On-time		<b>John</b> Present On-time

## Recent Meetings:

- Meeting with Dr. Hocking on 9/23
- Team meeting on 9/26

## TASKS COMPLETED since last meeting:

<b>Task Title:</b> Team Standards	<b>Task Initiation:</b> 9/20/2019	<b>Orig. Due Date:</b> 9/23/2019	<b>Status:</b> Completed
<b>Who (%):</b> Jacob (30%), Allen (70%)			
<b>Description:</b> This document goes over how this team will function. It outlines roles, how meetings will be conducted, as well as conflict resolution			
<b>Expected Outcome:</b> Completed			

<b>Task Title:</b> Team Inventory	<b>Task Initiation:</b> 9/20/2019	<b>Orig. Due Date:</b> 9/23/2019	<b>Status:</b> Completed
<b>Who (%):</b> Jacob (25%), Yuanyuan (25%), Allen (25%), John (25%)			
<b>Description:</b> This was a simple introduction document. Its main goal was to outline our knowledge and experience.			
<b>Expected Outcome:</b> Completed			

<b>Task Title:</b> Team startup	<b>Task Initiation:</b> 9/20/2019	<b>Orig. Due Date:</b> 9/23/2019	<b>Status:</b> Completed
<b>Who (%):</b> Jacob (70%), John (30%)			

**Description:** We are supposed to send out 3 emails. 1 to our sponsor, 1 to our mentor, and 1 to the capstone director. These had to be professional as well as inform who was the team lead.

**Expected Outcome:** Completed

### This week's Tasks: Work plan for coming week

<b>Task Title:</b> Team Website	<b>Task Initiation:</b> 9/20/2019	<b>Orig. Due Date:</b> 10/05/19	<b>Status:</b> in progress
<b>Who (%):</b> John (25%), Yuanyuan (25%), Jacob (25%), Allen (25%)			
<b>Description:</b> Create a website for our capstone team.			
<b>Expected Outcome:</b> Expected to be completed before the due date.			

<b>Task Title:</b> Project architecture/overview	<b>Task Initiation:</b> 9/20/2019	<b>Orig. Due Date:</b> 10/04/19	<b>Status:</b> in progress
<b>Who (%):</b> John (25%), Yuanyuan (25%), Jacob (25%), Allen (25%)			
<b>Description:</b> This week we will begin to plan out the design of the project. This will include creating some graphs to visually show the layout of the architecture, as well as the specifications document. This will be a living document, it is expected to change over time, this is just to get everyone on the same page going forward.			
<b>Expected Outcome:</b> The first draft of this should be completed by the end of the weekend of the 28th of september. However, as explained above this is a living document and will be revisited time and time again.			

### Upcoming Tasks: Planning

<b>Task Title:</b> Set up "super" cluster	<b>Who (%):</b> John (25%), Yuanyuan (25%), Jacob (25%), Allen (25%)	<b>Rough Due Date:</b> 10/12/19
<b>Description:</b> Set up a cluster on ~5 computers to begin testing for the algorithms we will be using.		

<b>Task Title:</b> Team introduction	<b>Who (%):</b> John (25%), Yuanyuan (25%), Jacob (25%), Allen (25%)	<b>Rough Due Date:</b> 10/4/19
<b>Description:</b> Create and practice a 5 minute presentation going over who we are and our project.		

### Other Problems / Other Issues:

- No problems at the moment