





Weekly Team Task Report

03

Team: HomeAide				Date: Sept 28, 2020			
Project Title: AT@ Home: An automated advisor for assistive technologies							
	Seth Borkovec Present On-time		Courtney Richmond Present On-time		Noah Baxter Present On-time		Ethan Donnelly Present On-time

Recent Meetings:

- Team Meeting: Saturday, 09/26/2020, 11:30 AM – 13:07 PM

TASKS COMPLETED since last meeting:

Task Title: Mini-Intro presentation rough draft	Task Initiation: 09/13/2020	Orig. Due Date: 09/22/2020 @ 6PM	Status: 100%
Who (%): Each member 2 slides, Ethan also has title slide and conclusion slide in addition.			
Description: All team members will review the rough draft of the presentation, adding notes and comments. Each team member will decide which slide they will be responsible for adding content to the slides.			
Expected Outcome: Each slide in the presentation will be filled with content.			

Task Title: Mini-Intro presentation final draft	Task Initiation: 09/13/2020	Orig. Due Date: 09/22/2020 @ midnight	Status: 100%
Who (%): Ethan 100%			
Description: Add a theme, styling, and transitions to the presentation			
Expected Outcome: The presentation file will be completed as a final copy.			

Task Title: Mini-Intro presentation recording	Task Initiation: 09/13/2020	Orig. Due Date: 09/24/2020 @ midnight	Status: 100%
Who (%): Speaker: Ethan, Rest of team providing feedback			
Description: Record the presentation as an unlisted video on Youtube with a length of 5 minutes or less.			
Expected Outcome: The presentation will be uploaded to Youtube as an unlisted video and submitted to the project organizer. A copy of the presentation will be included in the deliverable to the project organizer.			

Task Title: Peer Evaluation #1	Task Initiation: 09/19/2020	Orig. Due Date: 09/24/2020 @ midnight	Status: 100%
Who (%): Ethan 25%, Courtney 25%, Noah 25%, Seth 25%			
Description: Each team member must complete a peer evaluation document and submit to the mentor. Refer to the Capstone website for instructions.			
Expected Outcome: An email is sent to the mentor with the complete evaluation by each team member.			

Task Title: First stage of website initiation	Task Initiation: 09/19/2020	Orig. Due Date: 09/25/2020 @ midnight	Status: 100%
Who (%): Courtney 100%			
Description: Remove external CSS link from website. Project sponsor information (name, address). Link to sponsor's home page (create dummy link for now). Advisor information. Include project roles for each member. Create a project description (cannot be copied from sponsor's project proposal and needs to be about the team project). Provide link to project description.			
Expected Outcome: The subtasks in the Description are completed.			

Task Title: Tech Feasibility document template	Task Initiation: 09/19/2020	Orig. Due Date: 09/21/2020 @ midnight	Status: 100%
Who (%): Seth 100%			
Description: Create the document template for the Tech Feasibility document. Should include the cover page, table of contents, and headers for: Introduction Technological Challenges Technological Analysis Technological Integration Conclusion Add subsections as anticipated.			
Expected Outcome: The template of the document has been created with headers for the required sections.			

Task Title: Requirements document template	Task Initiation: 09/19/2020	Orig. Due Date: 09/23/2020 @ midnight	Status: 100%
Who (%): Seth 100%			
Description: Create the document template for the Requirements document. Should include the cover page, table of contents, and headers for: Introduction Problem Statement Solution Vision Project Requirements Potential Risks Project Plan Conclusion Glossaries and Appendices Add subsections as anticipated.			
Expected Outcome: The template of the document has been created with headers for the required sections.			

Task Title: Introduction section of Tech Feasibility document	Task Initiation: 09/26/2020	Orig. Due Date: 10/02/2020 @ midnight	Status: 100%
Who (%): Seth 100%			
Description: Write out the introduction section as a rough draft to be reviewed by the group.			
Expected Outcome: The introduction will be ½ - ¾ of a page in length.			

Task Title: Website bios	Task Initiation: 09/19/2020	Orig. Due Date: 09/24/2020 @ midnight	Status: 100%
Who (%): Ethan 25%, Courtney 25%, Noah 25%, Seth 25%			
Description: One's personal history with Computer Science. Why they are interested in the field. What they would like to do with their degree. Why they chose to be on this project. What this project means to them. How they feel this project will benefit people.			
Expected Outcome: The subtasks in the description are completed by updating the appropriate page on the website with the information.			

This week's Tasks: Work plan for coming week

Task Title: Second stage of website initiation	Task Initiation: 09/19/2020	Orig. Due Date: 09/30/2020	Status: 40%
Who (%): Courtney 100%			
Description: High level requirements (create dummy link for now). Envisioned solution. Technologies. Schedule. Code base information? Link to a demo (create dummy link for now).			
Expected Outcome: The website is fully initialized including the required sections as described in the second stage and first stage of the website initiation.			

Task Title: Technology Research	Task Initiation: 09/26/2020	Orig. Due Date: 09/30/2020 @ midnight	Status: 0%
Who (%): Ethan - cross-platform app dev, Courtney - databases, Noah - cloud services, Seth - web frameworks			
Description: Research the subject assigned to you and be prepared to discuss your subject with the client including the metrics you are going to use to evaluate. Include your written notes in the Technological Feasibility document on the Google Drive.			
Expected Outcome: Each person should be able to discuss their subject with the client, including providing metrics that will be used for analysis. Each person will have typed in notes in the "Technological Analysis section of the Technological Feasibility document.			

Task Title: Tech Challenges section of Tech Feasibility document	Task Initiation: 09/26/2020	Orig. Due Date: 10/02/2020 @ midnight	Status: 0%
Who (%): Seth 100%			
Description: Write out the tech challenges section as a rough draft to be reviewed by the group.			
Expected Outcome: The tech challenges section will be ready to be reviewed by the group as a rough draft.			

Upcoming Tasks: Planning

Task Title: Technological Feasibility Draft	Who (%): Team Effort 100%	Rough Due Date: 10/08/2020 @ midnight
Description: Discuss the technological challenges that must be overcome in the project and research and compare the technologies that might be used to solve these challenges. Decide on which technology will be used.		

Other Problems / Other Issues:

- N/A