

**Due Date:** Sep. 6 (Sunday)

**Report #:** 1

**Reporting Period (date range):**

8/25 - 9/3

Week 2 & 3

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**Summary for Progress this Report:**

We had an advisor/client/team meeting to discuss goals and details about the project. We also met to talk about the reflection and how we plan to organize our coding workflow.

**Pending Issues:**

Design and establish a better picture of the architecture that we want to use for our project.  
Gather sample log files from our client.

**Plans for Upcoming Reporting Period:**

We will be designing and conducting a lighting talk related to the requirements and standards related to our project. We also plan to experiment with the various tools and software that we will be using for the project.

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**Team Member: Megan Hill**

**Role:** Task Manager

**Contribution:**

- Attended all team meetings including those with advisor / client
- Created a slack for team communication
- Completed team reflection and set roles for team
- Created a .NET console app capable of breaking a single log entry into its distinct parts

**Hours Worked: 4**

**Team Member: Jamie Sampson**

**Role:** Test Engineer

**Contribution:**

- Created a private github and added everyone to it.
- Completed the reflection for team expectations and setting roles.
- Downloaded Rider (JetBrains) and .Net Core (Mac)
- Brainstormed potential future tasks
- Attended team and advisor/client meeting

**Hours Worked: 3**

**Team Member: Emily Young**

**Role:** Product Owner

**Contribution:**

- Attended meetings with team and with faculty mentor and client
- Participated in reflection team discussion
- Completed team reflection on team expectations and setting roles
- Began research and familiarizing myself with .NET console applications

**Hours Worked: 3**

**Team Member: Paul Degnan**

**Role:** Administration

**Contribution:**

- Went to meeting with team, mentor, and client to introduce ourselves and learn more about the project.
- Attended meeting to work on assignment as a team.
- Did the team reflection for team expectations and was given a role.
- Talked about different ways we could approach the task at hand.

**Hours Worked: 3**

**Team Member: Andrew Marek**

**Role:** Lead Engineer

**Contribution:**

- Downloaded Rider and .NET core.
- Attended team meeting with faculty mentor, client, and team.
- Explored / experimented with creating .NET core application.
- Completed reflection for team expectations and roles.

**Hours Worked: 3**