
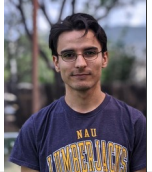
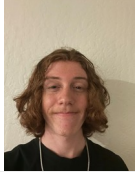

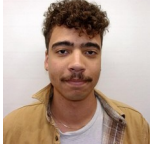


Weekly Team Task Report

Report #2

Team: Ares				Date: 9/22/22			
Project Title: AirFlow Processing Pipeline							
	Hunter Present On-time		Quinton Present On-time		Chris Present On-time		Richard Present On-time
	Isaiah Present On-time						

Recent Meetings:

- 9 / 22 / 2022 - Combined Mentor
- 9 / 22 / 2022 - Team Meeting followed Mentor meeting
- 9 / 26 / 2022 - Client introduction meeting

TASKS COMPLETED since last meeting:

Task Title: Create Cover Sheet for Deliverables	Task Initiation: 9 / 22 / 2022	Orig. Due Date: 9 / 29 / 2022	Status: Completed
Who (%): All Team Members (100%)			
Description: The team will design, create, and implement a cover sheet which will be used for all future team deliverables. This cover sheet will include the team logo, team name, the names of all team members, and the title of the deliverable that the cover sheet is attached to. This cover page will be used for the next year, and as such should be professional, modular, and highly readable.			
Expected Outcome: The team will have a cover sheet template meeting all stated requirements which can be modified and attached to deliverables as needed.			

Task Title: Finalize Team Structure	Task Initiation: 9 / 22 / 2022	Orig. Due Date: 9 / 29 / 2022	Status: Completed
Who (%): All Team Members (100%)			
Description: The team will collectively design upon the finalized structure of the team going forwards. This will include filling all key positions, as well as creating systems of communication between team members.			
Expected Outcome: Each team member will know and understand their role, as well as the roles of each other team member.			

Task Title:	Task Initiation:	Orig. Due	Status: Completed
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Complete Team Inventory	9 / 22 / 2022	Date: 9 / 29 / 2022	
Who (%): All Team Members (100%)			
Description: The team will work together to create a complete inventory of the team. This inventory will include the background, skills, interests, and any other relevant information pertaining to each team member. All pages of the report will allow for readable, easy acquisition of relevant information, and conform to the standards outlined in the project specifications.			
Expected Outcome: The team will be able to present a complete inventory of the team and its capabilities. All team members will be accounted for, and all information relevant to the Client's project will be available.			

Task Title: Complete Team Standards Document	Task Initiation: 9 / 22 / 2022	Orig. Due Date: 9 / 29 / 2022	Status: Completed
Who (%): All Team Members (100%)			
Description: The team will collaborate with themselves, the Client, and the Mentor in order to implement a set of standards which the team will be held to for the next year. This standards document includes methods and procedures for handling conflict, unexpected events, and in delivering the Client's deliverables. All team members will be expected to contribute to and agree upon this document.			
Expected Outcome: The team will have a completed standards document which all members will agree to be held to for the upcoming year. The Client and Mentor will be happy with the standards set.			

Task Title: Quinton - Complete drafted section of team inventory	Task Initiation: 9/22/2022	Orig. Due Date: 9/28/2022	Status: Completed
Who (%): Quinton Jasper			
Description: For Quinton only, have an initial draft of the respective team inventory section. This includes bio, work experience, skills, and interests for Quinton's section.			
Expected Outcome: One page-long entry to the Team Inventory document with Quinton's information			

Task Title: Hunter - Complete drafted section of team inventory	Task Initiation: 9/22/2022	Orig. Due Date: 9/28/2022	Status: Completed
Who (%): Hunter Woodruff			
Description: For Hunter only, have an initial draft of the respective team inventory section. This includes bio, work experience, skills, and interests for Hunter's section.			
Expected Outcome: One page-long entry to the Team Inventory document with Quinton's information			

Task Title: Various communications with Sponsor	Task Initiation: 9/22/2022	Orig. Due Date: 9/28/2022	Status: Completed
Who (%): Hunter Woodruff			
Description: <ul style="list-style-type: none"> • Scheduled meetings • Shared discord link 			
Expected Outcome: One page-long entry to the Team Inventory document with Quinton's information			

Task Title: Isaiah - Complete drafted	Task Initiation: 9/22/2022	Orig. Due Date:	Status: Completed
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section of team inventory		9/28/2022	
Who (%): Isaiah			
Description: For Isaiah only, have an initial draft of the respective team inventory section. This includes bio, work experience, skills, and interests for Isaiah's section.			
Expected Outcome: One page-long entry to the Team Inventory document with Quinton's information			

Task Title: Chris - Complete drafted section of team inventory	Task Initiation: 9/22/2022	Orig. Due Date: 9/28/2022	Status: Completed
Who (%): Chris			
Description: For Chris only, have an initial draft of the respective team inventory section. This includes bio, work experience, skills, and interests for Chris's section.			
Expected Outcome: One page-long entry to the Team Inventory document with Quinton's information			

Task Title: Richard - Complete drafted section of team inventory	Task Initiation: 9/22/2022	Orig. Due Date: 9/28/2022	Status: Completed
Who (%): Richard			
Description: For Richard only, have an initial draft of the respective team inventory section. This includes bio, work experience, skills, and interests for Richard's section.			
Expected Outcome: One page-long entry to the Team Inventory document with Quinton's information			

This week's Tasks: Work plan for coming week

Task Title: mini intor pres	Task Initiation: 9/22/2022	Orig. Due Date: 10/10/2022	Status: in-progress
Who (%): All Team Members			
Description: <ul style="list-style-type: none"> • 3-5 minute pres • rolls to be assigned • presentation to be made in google slides 			
Expected Outcome: a 3-5 minute presentation on our project			

Task Title: initial team website	Task Initiation: 9/22/2022	Orig. Due Date: 9/30/2022	Status: in-progress
Who (%): All Team Members			
Description: <ul style="list-style-type: none"> • simple work inprogress website page 			
Expected Outcome: we exist message on the universities hosted capstone website.			

Upcoming Tasks: Planning

Task Title: Install isis	Who (%): All Team Members	Rough Due Date: 10/3/2020
Description: install isis following the instructions given by Mr. Hare		

Task Title: run isis and generate the image	Who (%): All Team Members	Rough Due Date: 10/24/2020
Description: following the rest of Mr. Hares instructions, run and generate the image using isis and airflow if possible. this will be our bedrock for developing the project further.		

Task Title: begin research into airflow	Who (%): All Team Members	Rough Due Date: 10/24/2020
Description: Using the links provided by Mr. Hare following our first meeting begin researching how to use the airflow to build pipelines for the image generations		

Task Title: Tech feasibility draft	Who (%): All Team Members	Rough Due Date: 10/24/2020
Description: Using the research we have done create a draft of our tech feasibility report. This is of major importance as it will be the blueprint we build our project from.		

Other Problems / Other Issues:

- No problems at this time