

Group number: May1709

Project title: SI Attendance Tracking

Client &/Advisor: Client: ISU Academics Success Center – Jennifer Gibbs

Team Members/Role: Team Leader: Jon Haut, Team Webmaster: Leo Southwick, Team Communication Leader: Dave Lowry, Team Key Concept Holder: Levi Partidge, Sam Christy, Xirui Wei

○ **Weekly Summary**

This week we were able to meet with our client and learn the exact specifications for what we need to accomplish. For this project to be completed we will need to provide a method for merging data from two different online excel sources.

○ **Past week accomplishments (please describe as what was done, by whom, when)**

- As a team we met with the client, there was no specific individual items completed just yet

○ **Pending issues**

- We will be meeting tomorrow to talk about who we want to have as our professional advisor. Jon had talked about potentially using his manager as the advisor since he works with CyBox a lot, but we will discuss more tomorrow.

○ **Individual contributions**

<u>NAME</u>	<u>Individual Contributions</u>	<u>Hours this week</u>	<u>HOURS cumulative</u>
Team	Met with the client	1	1
Team	Met to discuss ideas after meeting with the client	1	2

- **Comments and extended discussion**

The project seems to be going well so far. We have a very clear end goal given to us by our client and all members seem to be getting along well. We think this will be a successful semester.

- **Plan for coming week (please describe as what, who, when)**

- Brainstorm on how we want to move forward with the application (web, local, etc.)