

**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**

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○ **Weekly Summary**

- ❖ This week we met to discuss who our faculty advisor should be. Ultimately we decided that Professor Mitra would be the best. We emailed him and he accepted the position.

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

- As a team we met to decide who our faculty advisor should be. We have emailed Professor Mitra to schedule a meeting time and there we will fill him in on the project and begin the brainstorming process.

○ **Pending issues**

- Meet with Professor Mitra

○ **Individual contributions**

<b><u>NAME</u></b>	<b><u>Individual Contributions</u></b>	<b><u>Hours this week</u></b>	<b><u>HOURS cumulative</u></b>
Team	Met as a group to discuss who our advisor will be	1	1
Team	Email Professor Mitra	0.5	1.5

- **Comments and extended discussion**

We are looking forward to beginning the brainstorming and coding this week. We are thinking we will need to make a web application in order to avoid requiring all the SI leaders having to download a new program.

- **Plan for coming week**

- Brainstorm and start figuring out who will be doing what specifically and what each individual person excels at. After this week we will start having individual goals.