**WEEKLY STATUS REPORT (WSR)**

[11-17-2014]

**TO:** Dr. Panos Linos

**FROM:** Eric Sanders

**SUBJECT:** Status report for week [11-17-2014]

1. **RED FLAGS:**
2. **ISSUES:** 
   * The EPICS team did not have full access to SharePoint which prohibited us from fully using AVA Project Management Tool in SharePoint.
3. **ACCOMPLISHMENTS (dates):**

11-12-2014

* The EPICS team met with Chris Bowman and members of his department to discuss the project management tools. We decided to focus our efforts on SharePoint.

11-13-2014

* A meeting for 11/19/2014 was confirmed. We will discuss getting SharePoint set up for a project management tool.

1. **ACTION ITEMS FOR FOLLOWING WEEK :**

* Meet with Chris on 11/19/2014 and got necessary privileges for AVA.