

## **WEEKLY STATUS REPORT (WSR)**

[10-6-2014]

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**TO:** Dr. Panos Linos  
**FROM:** Eric Sanders  
**SUBJECT:** Status report for week [10-6-2014]

### **I. RED FLAGS:**

- Having no access to Microsoft SharePoint would be problematic. Not having access to it would mean that we could not properly evaluate the product.

### **II. ISSUES:**

- The team was recently formed with the addition of Eric.
- Chris Bowman, our WFYI contact, did not respond to e-mails for over a week due to an issue with a spam filter.

### **III. ACCOMPLISHMENTS (dates):**

10-1-2014

- Met with Chris Bowman for an initial meeting.
- Requirements were clarified.

### **IV. ACTION ITEMS FOR FOLLOWING WEEK (dates):**

- Get Microsoft SharePoint running on a local machine (Eric)
- Review open source projects (Team)