

WEEKLY STATUS REPORT (WSR)

[1/30/2017]

TO: [Mike Pajkos, Harry Winter, Panos Linos]

FROM: [Josh Excell]

SUBJECT: Status report for week [1/30-1/6]

I. RED FLAGS: None

II. ISSUES: None

III. ACCOMPLISHMENTS (1/30):

1/30

- Toured WFYI facility
- Discussed project scope
- Began forecasting initial goal of debugging email
- Planned for secondary goals of possible involvement for online magazine

IV. ACTION ITEMS FOR FOLLOWING WEEK (1/30):

- Await html templates
- Await branding guides
- Research outlook template bugs