

WEEKLY STATUS REPORT (WSR)

[2/6/2017]

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

FROM: [Josh Excell]

SUBJECT: Status report for week [2/6-2/13]

I. RED FLAGS: None

II. ISSUES: None

III. ACCOMPLISHMENTS (2/6):

2/6

- Acquired files from Chris
- Looked through and divided up work
- Began research on Outlook bugs

IV. ACTION ITEMS FOR FOLLOWING WEEK (2/13):

- Mike will begin redesigns
- Josh and Harry will look over image cropping and Outlook fonts
- Try known solutions from online.