

WEEKLY STATUS REPORT (WSR)

[2/13/2017]

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

FROM: [Josh Excell]

SUBJECT: Status report for week [2/13-2/20]

I. RED FLAGS: None so far

II. ISSUES: None

III. ACCOMPLISHMENTS (2/13):

2/13

- Acquired software for template design
- Researched and work on learning HTML / CSS
- Research on Outlook bugs
- Rough sketch of one site for Jenny

IV. ACTION ITEMS FOR FOLLOWING WEEK (2/20):

- Finalize bugs thoughts / Attempt fixes
- Updates to website
- Finish rough drafts of new websites