

WEEKLY STATUS REPORT (WSR)

[2/5/18]

TO: [JT Hennette, Josh Stanaszek]

FROM: [Austin Sypolt]

SUBJECT: Status report for week [dates]

- I. RED FLAGS:** So far no issues have arisen as the project has just been started.
- II. ISSUES:** Currently issues include learning the epics website and how we will be able to create a template that will benefit the class.
- III. ACCOMPLISHMENTS (dates):**
 - 1/31/2018
 - Gain control of the epics website through our client Adam. Understanding of Trello.
 - 2/5/2018
 - Created and modified epics page for other members to view
- IV. ACTION ITEMS FOR FOLLOWING WEEK (dates):**
 - Understanding the wordpress site (Everyone)
 - Understanding the task given to us from our client (Everyone)
 - Working on the template design (Everyone)