**WEEKLY STATUS REPORT (WSR)**

[3/5/2018]

**TO:** Alyssa Lach, Michelle Jensen, Helen Heimark, Panos Linos

**FROM:** Joshua Etchberger

**SUBJECT:** Status report for week 3/5/2018

1. **RED FLAGS:** we are waiting for Eric to return to choose a template.
2. **ISSUES:**
3. **ACCOMPLISHMENTS (dates):**

2/28/2018

* Met with Nate and Craig.
* Created Information Architecture Diagram.
* Scheduled meeting with Eric.
* Finalized presentation materials (IA Diagram, Template, Menus, Structure)

1. **ACTION ITEMS FOR FOLLOWING WEEK (dates):**

* Meet with Eric and Ashley
* Finalize theme
* Begin Tennis page