

## **WEEKLY STATUS REPORT (WSR)**

10/08/18

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**TO:** Jordan Brooks, Professor Linos

**FROM:** Clark Otte

**SUBJECT:** Status report for week 10/08/18-10/12/18

- I. RED FLAGS:** [list any critical issues that may result in serious work interruption/suspension]
- II. ISSUES:** [list any pending problems that the team is working on]
- III. ACCOMPLISHMENTS (dates):**
  - 9/10/18
    - Contacted client and got response
  - 9/19/18
    - Finalized meeting date
  - 9/24/18
    - Completed research on related apps/tools
  - 10/03/18
    - Held first meeting with clients
- IV. ACTION ITEMS FOR FOLLOWING WEEK (dates):**
  - Create wireframe/prototype (Clark, Jordan)
  - Get writing or sketching from user (Clark, Jordan)
  - Gather data/situations from client (Clark, Jordan)
  - Research games (Clark, Jordan)