

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

10/22/18

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**TO:** Alfred Johnson III, Olivia Marunde, Dr. Linos  
**FROM:** Noah Warfield  
**SUBJECT:** Status report for week 10/22- 10/24

**I. RED FLAGS:**

➤ None

**II. ISSUES:**

➤ None

**III. ACCOMPLISHMENTS (10/22-10/24):**

10/22

- We had our meeting with our clients on Friday 10/26. We talked about the progress we have made so far, and also we were able to let them know what information we needed from them in order to move forward.

10/24

- We received some of the information we were waiting on. So we delegated tasks based on what we were able to move forward with.

**IV. ACTION ITEMS FOR FOLLOWING WEEK (10/29-10/31):**

- Keep in contact with client about items we discussed in the meeting that we need to accomplish certain tasks. - Alfred Johnson III
- Olivia Marunde- Update EPICS Website with WSR's and Work on Research Page..
- Write Weekly Status Report, Work on Affiliates Page.- Noah Warfield