Team x Weekly Report

Week x

Group Members
- xxxxx
- xxxxx
- xxxxx
- xxxxx

Activities Conducted at Recitation Meeting
1. Planned for High Level Design

Planed activities at Recitation Meeting
1. Plan for week x development
2. Adjust x diagram for late work

Activities Conducted at Weekly Team Meeting
1. Met Tuesday, Finished UM and RD final drafts
2. Met Thursday, planned and passed out assignments for high level design
3. Met Sunday, continued work on High Level Design

Planned Activities for Weekly Team Meeting:
1. Continue coding and answering team questions
2. Phone conference w/HP Rep on Tuesday
3. Group status meeting on Thursday

Other Team Activities
1. Created a UI Mockup
2. Created Use Cases
3. Prepared a design document for turning in on Monday Night

Other Planned Team Activities:
1. Continue coding based on Week x build plan.
2. Get team back on track. Team has been falling behind.
3. If we don't hear from x, we will have to split up his work. We will decide on Wednesday.