

Group number: MAY1729

Project title: Garmin Power Sensor Test Fixture

Client &/Advisor: Jeremie Vens

Team Members/Role: Amna Aftab, Brandon Floyd, Stephen Julich, Francis Wagner, Xi Zhu

o **Weekly Summary (Short summary about what you did this week)**

Our main goal for this week was to contact our project client Jeremie Vens, discuss project ideas and schedule meeting times that would work for the whole group. Team met for the first time (in class), gave quick introductions and set up the first team meeting with client. Amna Aftab and Stephen Julich researched Garmin's PCB software CadStar and gathered information about it for our first client meeting.

o **Past week accomplishments (please describe as what was done, by whom, when)**

- Xi Zhu: Shared contact information and available time of meeting.
- Brandon Floyd: Shared contact information and availability schedule to help set up a weekly meeting time.
- Stephen Julich: Worked with team to establish meeting schedule, discussed project ideas with team member Amna Aftab, contacted client to set up first video conference.
- Amna Aftab: Discussed project ideas with team member Stephen Julich, set up team group chat and worked with team to finalize the meeting schedule.
- Francis Wagner: Shared contact information and available meeting time.

○ **Pending issues (if applicable)**

- No assigned advisor as of 9/12/2016

○ **Individual contributions**

<u>NAME</u>	<u>Individual Contributions</u>	<u>Hours this week</u>	<u>HOURS cumulative</u>
Xi Zhu	See above past week accomplishments.	1	1
Brandon Floyd	See above past week accomplishments.	1	1
Stephen Julich	See above past week accomplishments.	2	2
Amna Aftab	See above past week accomplishments.	2	2
Francis Wagner	See above past week accomplishments.	1	1

○ **Comments and extended discussion**

- We will be finalizing the team roles tomorrow during our meeting.

○ **Plan for coming week (please describe as what, who, when)**

- Establish team roles
- Start formalizing requirements and specifications
- Start project Plan and Design documents

○ **Summary of weekly advisor meeting (if applicable/optional)**

- Advisor not yet assigned as of 9/12/2016.