

Team Name: sdmay21-22

Team Members: Andrei Baechle, Joshua Flory, Meet Patel, Bennett Ray, Robert Shay, Ty Trinh

Report Period: Aug 31-Sept 13

### **Summary of Progress in this Period**

1. Lightning Talk 1: Engineering Standards and Requirements
  2. Bi-Weekly Check-in 1
    - a. Discussed project requirements
    - b. Discussed Milestones - Milestone 1: Node file server
    - c. Github Setup
    - d. Project Board Setup in Github
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### **Pending Issues**

1. Pull Github Repository
    - a. Update Readme and create Pull request
    - b. Have another team member review PR and complete it
  2. Establish workflow practices
    - a. Handling PRs
    - b. Dividing work
  3. Set up a meeting with Faculty Advisor
  4. Start work on Node file server
    - a. Need to determine milestone tasks
    - b. Divide tasks out
  5. Start work on Design Document
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### **Plans for Upcoming Reporting Period**

1. Plans for next meeting with client
    - a. Begin work on Node file server
    - b. Have workflow practices outlined
    - c. Next meeting will take place Sept. 29 at 3pm
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