Weekly Team Task Report

Team:	PathLab	Date:10/12/2018

Project Title: Graphical User Interface for massively multiplexed pathogen detection

	Turan		Alex		Chance		Austin
	Present		Present		Present		Present
	On-time		On-time		On-time		On-time

Recent Meetings:
- Team Meeting on Thursday 10/11
- Client Meeting on Thursday 10/11

TASKS COMPLETED since last meeting:

Task Title: Website Phase II	Task Initiation: 10/8	Orig. Due Date: 10/15	Status: In Progress 80%
Who (%): Turan (Lead-55%): Delegate tasks to Austin and assist Austin with the process of designing the website. Austin(45%): Gather all files/documents and any other relevant information that are needed for the creation of the website.			
Description: This task will be continuation of the website phase 1 where we set up a 'coming soon' page on the CEFNS servers. In this phase, the focus is to create a more complete website with pages relating to different sections including but not limited to (Home, About, Design, Gallery, Documents, Team and Contact). This website will be the foundation for the much more complete website we expect to have at the end of the semester. For consistency and branding purposes we will try to find/create a theme that will be reflective of our project and engage the visitor with content.			
Expected Outcome: A more complete website with separate sections and team information. Home: Showcase name and a relevant eye-catching picture About: Describe the problem and why it needs to be solved (include some detail regarding demultiplexing and pathogen detection) Design: Show which technologies will be used and how the workflow of the client will be changed. Gallery: This will include placeholder for future screencaps Documents: Weekly task reports, presentations and any other documents produced during the implementation of this project will be submitted. Team: Nice headshot of every team member and some relevant information displayed Contact: Simple PHP contact form for visitors in case if they have any questions. Website will be uploaded to CEFNS servers on 10/15.			

TASKS COMPLETED since last meeting:

Task Title: Research Technologies	Task Initiation: 9/26	Orig. Due Date: 10/04	Status: Completed
Who (%): Turan - Alex - Chance - Austin			
Description: Look further into what frameworks/languages will work best for our project. Compare compatibilities, resource usage and optimization issues to pick ideal combinations. This is a non-formal investigation conducted by each team member to facilitate the process of making the decision on which framework(s) to use for this project. Mini-description, pros and cons will be written for every technology.			

Expected Outcome: In our team meeting, every member will go over the technologies they have found for this project. Each team member will make a case for their preferred framework/technology and in the end we will decide a preliminary framework for implementation of this project.

TASKS COMPLETED since last meeting:

Task Title: Peer Evaluation	Task Initiation: 10/04	Orig. Due Date: 10/09	Status: Completed
Who (%): All team members must submit this document.			
Description: Peer Evaluations allow the team and the mentor to look at the dynamic of the team and how everyone is performing. This task requires every member to fill-out Peer Evals for every team member other than themself. The guidelines and requirements are clearly explained in the task description on our capstone course website.			
Expected Outcome: Email the completed Peer Eval document to the team mentor on or before 10/09.			

TASKS COMPLETED since last meeting:

Task Title: Github Access	Task Initiation:	Orig. Due Date: N/A	Status: Completed
Who (%): Chance			
Description: Email Dr. Fofanov to get access to the pipeline Github repository. This will give the whole team a way to look at the structure of the pipeline which is being developed by Dr. Tara Furstenau. In addition, we will be able to track the progress of the pipeline and look out for any core changes.			
Expected Outcome: Gaining access to the pipeline's code base will allow us to understand this project better on a technical level and allow us to make better design choices.			

TASKS COMPLETED since last meeting:

Task Title: Client Meeting (Dr. Fofanov)	Task Initiation: N/A	Meeting Date: 10/11	Status: Completed
Who (%): Turan (Create a one page report about ElectronJS and submit it to Dr. Fofanov for review) All other team members are expected to attend and contribute.			
Description: In this meeting our team will present our research regarding suitable technologies for this project. We have come to the conclusion that ElectronJS is one of the best tools to build cross platform Desktop Applicatications. We will discuss the pros, cons, restraints and other relevant information regarding this framework. This meeting will help us understand the client's expectations better and we can discuss with the client whether the framework of our choice will be able to serve those expectations.			
Expected Outcome: One page report submitted to the client. In addition, we will have decided upon the framework and move on to our technological feasibility document.			

TASKS COMPLETED since last meeting:

Task Title: Technological Feasibility - Part 1	Task Initiation: 10/05	Orig. Due Date: 10/23 Task Due Date: 10/09	Status: Completed
Who (%):			

Alex (Lead Editor - 70%): Read the feasibility assignment document and break sections down into smaller pieces and assign everyone with related tasks. Chance (30%): Read the feasibility assignment document and create the Google Doc in the Team Drive. Assist Alex to come up with a styling format that is professional and consistent for this document.
Description: The technological feasibility document will help us analyze and understand the restrictions of the technologies we have decided to use for this project. It will also be used as a primary document to convince the client of our competence and the technologies we have decided upon.
Expected Outcome: Because of the value of the technological feasibility document and also the amount of work that needs to be done to produce this document, it is important to break down the document and assign sections/parts to each team member. The goal of this task is to come up with a plan on how to tackle this assignment. Alex will decide on who will be responsible for writing which part and Chance will assist Alex in creating a consistent styling format throughout the document.

This week's Tasks: Work plan for coming week

Task Title: Technological Feasibility Part II (First Rough Draft)	Who (%): Alex - Lead Editor Chance Assistant Editor Turan - Technological Analysis Austin - Technological Integration	Rough Due Date: 10/16
Description: Once Alex has assigned all team members with sections/parts to work on, everyone will need to have their first rough drafts completed by 10/16.		

Task Title: Technological Feasibility - Introduction & Conclusion	Task Initiation:10/10	Orig. Due Date: 10/23 Task Due Date: 10/16	Status: Assigned
Who (%): Alex (100%): Write the introduction and conclusion for the Technological Feasibility report as outlined in the document. Bring up necessary points for team discussion as needed.			
Description: The introduction and conclusion are important parts of any document, as they are frequently the only sections read by people who lightly skim the document. In particular, parts of these will be re-usable for many future documents.			
Expected Outcome: For the intro: re-usable introduction to the project, team, sponsor, problem, and solution. In addition, a paragraph that leads into and outlines the goals and organization of the rest of the doc. For the conclusion: Review, overview, and summary of the document and its findings, including a small table of challenges, solutions, and confidence in those solutions. The focus is on writing - formatting will be updated as a part of a separate task.			

Task Title: Technological Feasibility - Technological Challenges	Task Initiation:10/10	Orig. Due Date: 10/23 Task Due Date: 10/13	Status: Assigned
Who (%): Chance (100%): Write the Technological Challenges section of the Technological Feasibility report as outlined in the document. Bring up necessary points for team discussion as needed.			
Description: The Technological Challenges section sets the foundation for the rest of the report, it addresses and sets up all of the pieces which the other sections analyze and string together.			
Expected Outcome: An introduction (2-6 sentences), a bulleted list of all requirements/challenges that need addressed. The focus is on writing - formatting will be updated as a part of a separate task.			

Task Title: Technological Feasibility - Technology Analysis	Task Initiation:10/10	Orig. Due Date: 10/23 Task Due Date: 10/16	Status: Assigned

Who (%):
Truan (Lead - 60%): Write the parts of the Technology Analysis section according to the outline in the document. Sub-sections to write include Bulleting major issues, Alternatives to each issue (and sub-sections), and chosen approach sections. Responsible for overall completion of the Technology Analysis section.
Chance(40%): Writing the remaining sections of the Technology Analysis section, which are: Intro to each issue, and proving feasibility of each issue. Bring up necessary points for team discussion as needed.
Description: The Technology Analysis section is the meat of the Technological Feasibility report. It is important to have this section be the most substantial and thoroughly completed, as it will guide our approach to implementing out solutions in the future, and will remind us of why we chose the technologies we did.
Expected Outcome: An introduction (2-6 sentences). All listed sections with appropriate subsections as mentioned in the document. The focus is on writing - formatting will be updated as a part of a separate task.

Task Title: Technological Feasibility - Technology Integration	**Task Initiation:**10/10	**Orig. Due Date: 10/23** **Task Due Date: 10/16**	**Status:** Assigned
Who (%): Austin(100%): Write the Technology Integration section of the Technological Feasibility report as outlined in the document. Bring up necessary points for team discussion as needed.			
Description: The Technology Integration section will tie the previous sections together, demonstrating how we plan to incorporate all of the major aspects of our solution into one cohesive solution.			
Expected Outcome: An introduction (2-6 sentences). An outline of the major challenges. A system diagram that shows how major elements relate to each other. A brief discussion of each integration issue and solution. The focus is on writing - formatting will be updated as a part of a separate task.			

Upcoming Tasks: Planning

Task Title: Technological Feasibility Part II (First Rough Draft)	**Who (%):** Alex - Lead Editor Turan - Technological Analysis Chance -TBD Austin - TBD	**Rough Due Date:** 10/16
Description: Once Alex has assigned all team members with sections/parts to work on, everyone will need to have their first rough drafts completed by 10/16 for review.		