





Weekly Team Task Report

08

Team: HomeAide			Date: Nov 03, 2020				
Project Title: AT@ Home: An automated advisor for assistive technologies							
	Seth Borkovec Present On-time		Courtney Richmond Present On-time		Noah Baxter Present On-time		Ethan Donnelly Present On-time

Recent Meetings:

- Client Meeting: Friday, 10/30/2020, 13:00 PM - 13:57 PM
- Team Meeting: Saturday, 10/31/2020, 16:00 PM - 16:56 PM

TASKS COMPLETED since last meeting:

Task Title: Cloud Services Price Comparison	Task Initiation: 10/24/2020	Orig. Due Date: 10/28/2020 @ midnight	Status: 100%
Who (%): Seth 100%			
Description: Prepare a document for the client outlining the options for cloud services with the prices and recommendations.			
Expected Outcome: A document that is ready to give to the client. It should show pricing and recommended packages based on expected project usage.			

This week's Tasks: Work plan for coming week

Task Title: HIPAA compliance research	Task Initiation: 10/03/2020	Orig. Due Date: 10/21/2020 @ midnight	Status: 80%
Who (%): Noah 100%			
Description: Contact the HIPAA coordinator at NAU and discuss if the information we intend to collect from the user falls under HIPAA regulations. If they do fall under HIPAA regulations, what do we need to do to be compliant?			
Expected Outcome: Noah will have determined which information we can collect outside of HIPAA, and which information falls under HIPAA regulations. He will also have the steps we need to take to be compliant for information that does fall under HIPAA regulations.			

Task Title: Requirements Document Draft	Task Initiation: 10/24/2020	Orig. Due Date: 11/06/2020 @ Noon	Status: 20%
Who (%): Introduction - Ethan Problem Statement - Courtney Solution Vision - Ethan Functional Requirements - Shared by team in another task Non-functional Requirements - Team Environmental Requirements - Seth Potential Risks - Seth Project Plan - Noah Conclusion - Ethan Glossaries and Appendices - Courtney			
Description: - Follow the instructions from the Capstone page. - These sections should be complete (though maybe not perfect). - Your work should be in the Req document on the Google Drive.			
Expected Outcome: All sections of the document are completed on the Google Drive.			

Task Title: Project Requirements Breakdown	Task Initiation: 10/24/2020	Orig. Due Date: 11/01/2020 @ midnight	Status: 50% - Overdue
Who (%): Noah: App to user functions Courtney: User changing rooms and user difficulties Ethan: User profile, accessibility, and recommendations to the user Seth: Database management and interface UI			
Description: Each team member was assigned a part of the initial requirements list. Each member is to break down each requirement into a detailed hierarchy as described by the Capstone instructions for the Requirements document. Each member may represent this break-down on the Trello board in whatever manner is convenient for them, but that work should be visible. Each member should also write the requirements into the Requirements document, later to be organized into Functional vs Nonfunctional.			
Expected Outcome: The broken down requirements have been typed out in the requirements section of the Requirements document as well as in the team Trello board.			

Task Title: Design Review Dry Run Preparation	Task Initiation: 10/16/2020	Orig. Due Date: 11/01/2020 @ midnight	Status: 40% - Overdue
Who (%): Ethan - Introduction, Problem Statement, Conclusion, presentation style Seth - Solution Overview and Risk and Feasibility Courtney - Key Requirements Noah - Schedule			
Description: Design the slides for the presentation, following the instructions on the Capstone schedule. The slides will be in the team Google Drive. The information for these slides should be based on previous documents as applicable. Ethan will be making sure the styles and formatting are consistent and appropriate. Ethan is also handling the speaker task.			
Expected Outcome: The slides will be on the Google Drive and ready to complete a dry run with the mentor.			

Task Title: Peer Eval #3	Task Initiation: 10/30/2020	Orig. Due Date: 11/06/2020 @ noon	Status: 0%
Who (%): All members			
Description: Peer evaluation as instructed in the Capstone webpage.			
Expected Outcome: The completed evaluation will be emailed to the team mentor.			

Upcoming Tasks: Planning

Task Title: Design Review 1 Video	Who (%): Ethan as lead	Rough Due Date: 11/13/2020 @ midnight
Description: Video of the first Design Review presentation.		

Task Title:	Who (%):	Rough Due Date:
Description:		

Other Problems / Other Issues:

- N/A