BI-WEEKLY REPORT #1

Bi-Weekly Summary

In the first two weeks, the team met with our client and gained a better understanding of the client's needs and her vision of the final product. We also came up with two different approaches, one hardware-based and one software-based, to solve the problem. We had an initial discussion on the feasibility and pros and cons of both ideas and will seek advice from our advisor before making our decision. We've established roles for each member of the team. Overall in the first two weeks, the plans we made have been tentative and short-term. After we decide on an approach, we will be able to make further long-term design and implementation plans for the rest of the semester.

Individual contributions

Our team is working seamlessly, and we are making some progress. Our goal is to have a prototype for the project by the end of the semester, so with our current pace, we will be able to achieve that goal. As of now, the exact work details and timeline are not clear, therefore the time spent on the project by each team member varies. All the team members are a valuable asset for this project and each one is contributing in their own way. The following paragraphs display what each member did, and the amount of time spent by each one.

When our group became uncertain about our project selection, Philip and others met with the professor to gather information. This was later used to decide which project we wanted. After the team chose to stick to the original project, Philip came up with a list of questions to ask the client at the first meeting. For the rest of the week, he will be researching the feasibility of the two ideas with the rest of the team.

Ali attended the meeting with the professor to discuss the project. Ali also, researched implementation of the project idea and found a couple of apps and devices that could be used as an example. Ali started the discussion about the logistics of using a software-based implementation versus a hardware-based implementation. In the meeting with the client, Ali asked multiple questions that helped the team have a good understanding of the project's purpose. Finally, Ali attended all the team meetings and was a viable member of those meetings.

Shihab was present during the group meetings and discussed along with the other members the various possibilities for the project, but he missed one meeting due to conflict in time. He also worked on researching the available information regarding the case on the web. He was a valuable member by connecting and communicating the team members.

Shuang attended the first meeting where the group gathered and discussed the concerns, we had with the design software CAD. Shuang then reached out to Dr. Daji to schedule a time to further discuss this issue. Shuang attended the second group meeting with the client and participated in the discussion to understand the intent of the client and the type of product she is looking for. From there Shuang contributed to the discussion on the feasibility of the software idea that came up by Isaac. Shuang attended the third group meeting and assisted in the process of determining everyone's role in the team meeting. Shuang created a central location on Google drive for keeping various documents for the team, which includes a meeting minutes doc that she updated to an accurate record for all meetings.

Isaac came up with the idea that the phone case should be inside the car and not outside as the previous team had done it. He also asked the client if she would be okay with the idea he came up with. Isaac also spent several hours researching the design ideas presented in the team meetings. He also attended class for the week.

Chad attending the first group meeting with his group, where they discussed the problems with the Road Safe Phone Case project that would potentially make it very difficult for our team to complete. He then attended the meeting with the professor where they discussed their concerns and a different project that they could use. After the meeting, he researched both potential projects and concluded that the initial project would be the best. He attended the meeting with the client, where he informed the client that all of her needs could be met through the implementation of a phone application and a little bit of hardware in the car that will allow a Bluetooth connection between the car and phone. He then researched similar applications to the one we want to create and also what creating a Bluetooth connection to the car would entail. Lastly, Chad attended the meeting with the group where the group discussed the bi-weekly report and future expectations for the team. Isaac came up with the idea that the phone case should be inside the car and not outside as the previous team had done it. He also asked the client if she would be okay with the idea he came up with. Isaac also spent several hours researching the design ideas presented in the team meetings. He also attended class for the week.

Each team member displayed a high capacity to work in a team and fit with the team agendas and rules that have been set by the team members. As shown in the previous

paragraphs, each member played an important role in the team's progress so far. The following table displays the number of hours spent by each team member last week (01/20-02/02) and cumulatively.

Name	Weekly hours	Cumulative hours
Philip	5	8
Ali	5	8
Shihab	4	7
Shuang	4	8
Isaac	5	8
Chad	5	8

Pending issues

The first pending issue we would like to work on is researching the different implementation approaches that we came up with, this will help us make a final decision about the approach we want to follow. We also would like to discuss the approach we choose with our client and advisor. This leads to our second pending issue, meeting with our advisor. We would like to introduce him to our team and our plans for this semester.

Plans for next two weeks

We have two main goals for the next two weeks. The first goal is to choose which idea is going to use for our project. The main difference between the two ideas right now is that one is hardware-based and one is software-based. We plan on meeting on Monday, February 3rd, to go over what everyone has found through their research these past two weeks and collectively decide which idea to use. After we decide which idea we are going with, we will then lay out a list of goals for the semester. This will include clearly defining what we expect each team member to contribute to the project and what we expect our product to look like by the end of the semester. Defining a list of goals will also include creating deadlines for each of these goals. We are hoping to be able to lay out what we would like to be done in two-week increments throughout the semester. We feel these goals are great and will set our team up for future success.