

EE 491 WEEKLY REPORT 1

Date: 1/22/16

Group number: 1620

Project title: Miniature Tracking Fob

Client &/Advisor: Flagger Pros USA, Advisor Nathan Neihart

Team Members/Role: Tristan Walters – Team Leader

David Carlson – Team Communication Leader

Brandon Trent – 2nd Team Lead

David Dalo – Key Concept Holder

Alex Sundholm – 2nd Communication Lead

Tyler Dahle – Team Webmaster

(All the above information should be there in each weekly report)

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

The project was assigned to us, team roles were decided upon and we had our first meeting with the faculty advisor. We also opened communication with the client.

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

- ❖ First advisor meeting, set up by Tristan
- ❖ Alex emailed client, Flagger Pros
- ❖ Group meeting Saturday Jan 23rd

✓ Pending issues At this point, N/A

✓ Individual contributions

<u>NAME</u>	<u>Individual Contributions</u>	<u>Hours this week</u>	<u>HOURS cumulative</u>
Tristan Walters	Set up advisor meeting	1	1
David Carlson		1	1
Alex Sundholm	Emailed client	1	1
Brandon Trent		1	1
Tyler Dahle		1	1
David Dalo		1	1

✓ **Comments and extended discussion**

Began research

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

- ❖ Research communication and power options
- ❖ Meet with client
- ❖ Meet with advisor (weekly/biweekly meetings have been scheduled)

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

Introduced project to advisor, and he brought up his first thoughts and concerns on the project, which gave us a good place to start. Gave us advice for meeting with the client.