

Client &/Advisor:	Micron Technologies Inc. / NA	
Team Members/Roles:	Cameron Cornick	Team Leader
	Wen-Chi Hsu (JJ)	Team Webmaster 1
	Yiru Gao	Team Webmaster 2
	Ashlyn Freestone	Team Communication Leader
	Zach Snyder	Key Concept Holder

## Summary

All members were present at the weekly meeting on Wednesday, January 27<sup>th</sup> in 1313 Coover from 6:00-7:00 PM.

This week we discussed in class and decided on a weekly meeting time, Wednesdays at 6:00 PM.

At our now weekly meeting we discussed how we are going to communicate.

- We are going to start by just emailing and sharing through our google drives.
  - This will be looked at again when we get farther into our project as communication becomes more important and need of immediate reaction.

We talked a little about brainstorming and decided that we should all do some brainstorming of our own. So, when we

come together next week we will discuss all of our ideas and go from there on what we want to do.

We have also decided to start a Gantt chart, though it may not be very useful now, it will help with scheduling throughout the project.

### Accomplishments

- Calendar made for availability of all team members
- Weekly meeting time set up
- Deciding time for weekly meeting with Client

### Pending Issues

We still do not have an advisor, but Cameron has been talking with several professors and will be meeting up with another this coming week.

### Individual contributions

<u>NAME</u>	<u>Individual Contributions</u>	<u>Current Week</u>	<u>HOURS Cumulative</u>
Cameron	Brainstorming/finding advisor	4	4
JJ	Research/brainstorming	14	14
Yiru	NA	0	0
Ashlyn	Calendar/brainstorming/gantt chart	6	6

Zach	Research/brainstorming	2	2
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### **Comments and extended discussion**

NA

### **Objectives**

- All team members are to research and brainstorm about the project and what they believe would be a good design. We will bring them all together next week and discuss them together.
- Ashlyn will be starting the Gantt chart over the weekend to have ready for the next group meeting so we can start adding tasks to it after our brainstorming discussion.
- Cameron will be getting a hold of the client to confirm our first meeting.

### **Advisor Meeting**

NA