Activity Report #3 (September 29 – October 6)
VERTIGO²
October 6, 2004

VERTIGO Project Manager: Luke Alexander
ECE Project Manager/Coordinator: Mimi Phan
Team Members:
Kevin Boyce
Tebo Leburu
Jeff Laub
Prateek Mohan
Ryan Strauss
Duro Taylor
Calvin Turzillo

Highlights:

• Last Friday (October 1, 2004), a couple of members of the ECE team met to work on the business plan. Tebo Leburu and Mimi Phan worked on the Out of Bounds and Team Capabilities portion of the business plan. Kevin Boyce and Ryan Strauss worked on the Project Overview and Specification portions of the business plan.
• Several members continued research on possible materials/parts for the controller. Prateek Mohan is collaborating with Kevin Boyce about possible PICs and motors to use for the control system. Ryan Strauss has been doing research on chips and has already ordered some free samples of them.
• On Tuesday (October 5, 2004), Luke Alexander and Mimi Phan met for a management meeting which lasted about 1 ½ hours. They prepared a schedule for the month of October as well as planned for the next meeting.
• Another team meeting will be held tonight (Wednesday) to discuss finalizations to business plan, distribute design research tasks, and go over project schedule.

The team suffered a lot of down town this week due to the hurricane. Some members were still in the process of getting back electricity or internet at the time which hindered some from being able to do productive work.

Budgeted Hours Spent:

Budgeted hours: 8 hours per team member for the week
Budgeted hours total: 8 * 8 = 64 hours = 3840 minutes
Actual Hours Used: 8 + 3 + 2.5 + 3 + 3 + 3 + 0 + 0 = 22.5 hours = 1350 minutes
Percentage of hours worked = 100 - ((3840 – 1350) x 100) / 3840 = 35.16%
Percentage of hours not worked = ((3840 – 1350) x 100) / 3840 = 64.84%