Team: P20562   Engineer: Nick Claver

What were the outcomes of the prior phase?

1. What did I plan to do?
    a. I planned to form team a dynamic and adopt a team role. I then planned on coming up with an initial direction for our project, including structuring requirements and deliverables, and making a problem definition presentation about our project.
2. What did I actually do?
    a. Adopted the role of communicator, helped structure our problem definition and contributed to team success
3. What did I learn? How were plan and reality different?

    a. Some tasks took longer to complete than expected. While we initially were doing things as an entire group we found it more efficient to break into smaller groups and complete subtasks to bring to the entire group.

Team level goal for next phase

Formulate system architecture while putting forth the best effort to complete tasks correctly the first time. Efficient use of people resources and time will allow the team to improve performance.

What do I plan on doing to ensure that my team has a successful review at the end of the next phase?

1. Construct integrated functional decomposition with tasks from different sub-teams (2 hours, Saturday, whole team)

2. Formulate concrete mix that will work with our printer (5+ hours, weekends, everyone)

3. Follow-up with gear solution specialist from Gleason and discuss their support of our team (1 hour, unknown date, Chad and Amiee)

4. Spend more time making quality entries into my logbook. Before classes, meet with Amiee and Chad to congregate our individual work into one mechanical team deliverable (1 hour, every week, Chad and Amiee)

5. Be a better teammate - offer my help to everyone more often and support the general progress of the team (.5 hours, all days, nobody)

What is standing in my way of meeting my next phase goals?

Nothing but myself, all of the goals for this phase are accomplishable as long as each team member holds themselves accountable and stays dedicated. We received great feedback following our first presentation and I think it will really help us during this phase.

Note to teams: Consider using an abbreviated form of this for your daily/weekly check-ins with your team and/or guide, similar to an Agile standup:

- What have I done since the last class to move the team toward its phase goals?
    - Met to mix concrete
    - Contacted Gleason and received confirmation that they are willing to support our team
- What do I plan to do next to move the team toward its phase goals?
    - Research concrete mixes of other 3D printers
- What blockers are preventing me from getting my work done?

    - Only blockers I create for myself