Team: P20652   Engineer: Alex Kelly

What were the outcomes of the prior phase?

1. What did I plan to do?
    a. Review weekly modules as soon as they are uploaded hopefully before the rest of the team to possibly disperse tasks that we don't need every single person in the group working on. (weekly, no, 30-60 mins)
    b. Research open source 3D printer software. (soon, ish, 3 hours, none)
    c. Be a better co-manager (every waking second)
    d. Meet Amiee while she is working to learn more about 3D printing (early next week, no, 1 hour, I need Amiee)
    e. Refresh myself on stepper motor control (in the next 2 weeks, 2 hours)
2. What did I actually do?
    a. I did all that I planned to do.
    b. Helped to find a location to prototype designs (SOIL Lab).
    c. Revised risk management.
    d. Worked on revising morph charts
3. What did I learn? How were plan and reality different?

    a. Working with concrete is going to be much harder than first expected.

    b. Our teams standards for communication were severely lacking.

    c. The schedule wasn't as needed as first thought.

Team level goal for next phase

Complete, document, and prototype subsystem design (rev 1). Further revisions are stretch goals. Design includes mechanical/electrical components, baseline mixture ratios and mixing procedures, software workflow, firmware and microcontroller selection.

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

1. Help with nozzle prototyping (2-4 hrs Sunday 10/27)

2. Research software interfaces with RepRap (2-8 hrs)

3. Assist electrical team with any tasks

4. Help team to keep standards of communication high.

5. Keep improving in my role as a co-manager.

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

Travelling for full-time interviews is making consistent contributions more challenging.

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?
- What do I plan to do next to move the team toward its phase goals?
- What blockers are preventing me from getting my work done?