

**Team: P21389**\_\_\_\_\_

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**What were the outcomes of the prior phase?**

1. What did I plan to do?

- Define and clarify the problem at hand
- Understand the scope of the problem as it pertains to MSD
- Establish a relationship with the client and assess his needs
- Consider possible constraints and risks associated with the problem

2. What did I actually do?

- Establish relationship with client
- Develop understanding of the scope of the problems as it pertains to both MSD and the current market application
- Assess different use cases involving different stakeholders

3. What did I learn? How were plan and reality different?

- I learned about the state of the current prototype and have been trying to understand where the MSD teams' efforts fit into the equation. Our team is aimed to provide a different perspective from the original/current BugTorch model

**Team level goal for next phase**

[It's appropriate for this summary statement to be copied from a single team-level statement and used on each team member's individual 3-week plan.]

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

1. Each team member should estimate 5-10 specific tasks that he or she will complete.

- Continue active communication with Joe
- Work on coordinating shipment of pre-fab tiki torch
- Research power options

- Generate power concepts
- Discuss system integration with team
- Assess risks associated with concepts
- Research and revise design concepts
- Complete concept selection
- Populate confluence
- Complete review slides

2. When will each task take place? Does sequencing matter?

Yes,

- Continue active communication with Joe (on-going)
- Work on coordinating shipment of pre-fab tiki torch (week 4)
- Research power options(week 4/5)
- Generate power concepts(week4/5)
- Discuss system integration with team(week 6)
- Assess risks associated with concepts(week5)
- Research and revise design concepts (week5/6)
- Complete concept selection (week 6)
- Populate confluence (on-going)
- Complete review slides (end week 6)

3. Estimate the amount of time each task will take – ensure that you are not committing yourself to do 80 hours of critical-path work alone during the next three weeks.

- Continue active communication with Joe (as needed 20 minutes/day needed)
- Work on coordinating shipment of pre-fab tiki torch (20 minutes, 3 days)
- Research power options(3-4hrs)
- Generate power concepts(1.5hrs)
- Discuss system integration with team(1hr)

- Assess risks associated with concepts(30 minutes)
- Research and revise design concepts (3hrs)
- Complete concept selection (2hr)
- Populate confluence (1-2 hrs)
- Complete review slides (30 minutes)
- Total(max):16.5hrs

4. How do other team member tasks impact my task completion, and vice-versa?

- Discussing will help eliminate time spent on unnecessary researching and help improve concept generation
- 5. Example: Practice with general flights skill using a flight simulator and practice flying a physical flying plane. (4 hours, Saturday 9/26)
- 6. Example: Assist teammate with wiring diagram to learn more about the controls. (2 hours, Wednesday 6-8pm, with teammate Pat)

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

- Shipment of pre-fab tiki torch items
- Concept generation for system integration and assessment of risks

**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?