

Team Name **WVIAFTM**

DATE: 10-24

Project Manager Meeting Agenda

Team Member Sign In

Project Manager - **Justice Bleser**
Layout Designer - **Dasha**
Content Editor - **-**

Photographer 1 - **Hannah**
Photographer 2 - **McKenna**
Custom Graphics Designer - **Cameron**

Announcements/Upcoming

1. **Tuesday, 10.25 Boys Soccer (H) vs Eagle Point V @ 7:00 | JV @ 4:00**
2. **Tuesday, 10.25 Girls Soccer (T) vs Eagle Point V @ 7:00 | JV @ 4:00**
3. **Thursday, 10.27 JV Football (T) vs S. Medford @ 5:00**
4. **Thursday, 10.27 FR Football (H) vs Mazama @ 5:00**
5. **Thursday, 10.27 Cross Country MWL Championship (location unknown at this time)**

Team Goals/Ideas for the Week

1. **Move pictures**
2. **Senior night - sports**

Project Check In

Each team member needs to share (1) the project(s) he/she worked on the *previous week*, current status of the project, and challenges faced; (2) the project(s) he/she will work on this week, goal for completion (time), needs to complete the project. **As the project manager, it's your responsibility to fill this out.**

Name: Dasha	Layout Designer	Last Week	
		Project Title:	
		WORKED ON:	helped photographers - layed pictures.
		CURRENT STATUS:	not enough pictures
		CHALLENGES:	not her job, her job is done.
		This Week	
		Project Title: (write same if continuing from previous week)	
		TO DO:	lay pictures.
		TIME FOR COMPLETE:	Tuesday
		NEEDS TO COMPLETE	Spirit week pictures.

Name:	Content Editor	Last Week	
		Project Title:	
		WORKED ON:	
		CURRENT STATUS:	
		CHALLENGES:	
		This Week	
		Project Title: (write same if continuing from previous week)	
		TO DO:	
		TIME FOR COMPLETE:	
		NEEDS TO COMPLETE	

Name: McKenna	Photographer 1	Last Week	
		Project Title:	
		WORKED ON:	Student life, spirit week, home coming.
		CURRENT STATUS:	not enough
		CHALLENGES:	blurry pictures.
		This Week	
		Project Title: (write same if continuing from previous week)	
		TO DO:	Senior night, upload pictures
		TIME FOR COMPLETE:	friday
		NEEDS TO COMPLETE	finding pictures for summer '16 & East Coast trip.

Name: <u>Harrison</u>	Photographer 2	Last Week	
		Project Title:	
		WORKED ON:	Student life, home coming,
		CURRENT STATUS:	not enough
		CHALLENGES:	Blurry pictures.
	This Week		
	Project Title: (write same if continuing from previous week)		
	TO DO:	<u>more pictures!</u>	
	TIME FOR COMPLETE:	friday	
	NEEDS TO COMPLETE	lay pictures down	

Name: <u>Cameron</u>	Custom Graphics Designer	Last Week	
		Project Title:	
		WORKED ON:	Fall Fun title
		CURRENT STATUS:	not done
		CHALLENGES:	∅
	This Week		
	Project Title: (write same if continuing from previous week)		
	TO DO:	finish titles	
	TIME FOR COMPLETE:	tuesday.	
	NEEDS TO COMPLETE	more design - pages are boring!	