

White Boards

Team Name:

DATE: 9.26.2016

Project Manager Meeting Agenda

Team Member Sign In

Project Manager – *[Signature]*
 Layout Designer – *Taylor Kelly*
 Content Editor –

Photographer 1 – *Arianna Regalado*
 Photographer 2 – *Rayna Rendon*
 Custom Graphics Designer – *Mason Presley*

Announcements/Upcoming

1. 9.27 (Tues) Volleyball vs Marist (H) V @ 6:45 | JV1/JV2 @ 5:30
2. 9.29 (Thurs) Football JV vs EP (T) @ 5:00 Frosh FB vs Henley (H) @ 5:00
3. 9.29 (Thurs) Volleyball vs NE (H) V @ 5:45 | JV1/JV2 @ 4:30
4. 9.30 (Fri) Football V vs EP (H) @ 7:00

Team Goals/Ideas for the Week

1. more pictures for all level football teams
2. work on layout designs

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.**

Layout Designer	Project Title:	
	WORKED ON:	<i>nothin</i>
	CURRENT STATUS:	<i>Zero</i>
	CHALLENGES:	<i>Time</i>
	Project Title: <small>(write same if continuing from previous week)</small> <i>Backgrounds</i>	
	TO DO:	<i>Build custom football layout</i>
	TIME FOR COMPLETE:	<i>Friday</i>
	NEEDS TO COMPLETE	<i>everything</i>

Content Editor	Project Title:	
	WORKED ON:	nothing
	CURRENT STATUS:	No assignment
	CHALLENGES:	none that I know of yet
	Project Title: (write same if continuing from previous week)	
	TO DO:	next assignment
	TIME FOR COMPLETE:	Yes
NEEDS TO COMPLETE	Yes	

Photographer 1	Project Title:	
	WORKED ON:	
	CURRENT STATUS:	
	CHALLENGES:	
	Project Title: (write same if continuing from previous week)	
	TO DO:	
	TIME FOR COMPLETE:	
NEEDS TO COMPLETE		

Photographer 2

Project Title:

WORKED ON:

~~More pictures of football~~ More pictures of football

CURRENT STATUS:

Only have pictures of JV

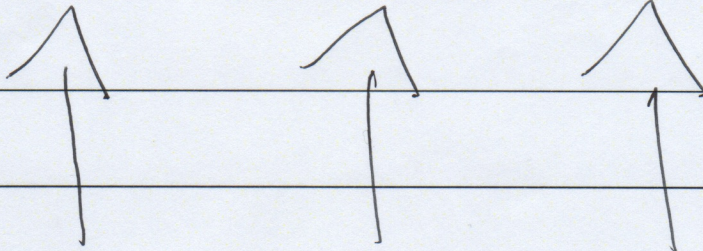
CHALLENGES:

finding time to get pictures of everyone

Project Title:

(write same if continuing from previous week)

TO DO:



TIME FOR COMPLETE:

NEEDS TO COMPLETE

Custom Graphics Designer

Project Title:

WORKED ON:

None

CURRENT STATUS:

Nothing

CHALLENGES:

make 1 layout

Project Title:

(write same if continuing from previous week)

TO DO:

make layout

TIME FOR COMPLETE:

~~Soon~~ soon

NEEDS TO COMPLETE

Yes