

**Date:**

01/31/2019

**Attendance**

- Our Team:
  - Blake, Nick, Cole, Kevin
- Other:
  - Chinmay

**Overview on what was Discussed**

- Short overview of what we have
- Our meetings with clients
- Timeline

**Discussion**

- We have 3 months left, how do we feel about the project timeline?
  - Backend, User Interface design are expected to be completed on time
  - The only possibility we foresee as an issue might be with PowerBI embed due to it being a new technology we are trying to integrate
  - Chinmay Advice:
    - At this late in the semester, focus on finishing what you have already started
    - Do not promise too much more to the client, you don't have much time
    - Make a goal to have the basic functionality completed by spring break
  - Make a contingency plan
    - Plan for "What if" a component isn't finished or fully functional
    - How we will pass of work
    - Plan for time in case things go unexpected
- We have an understanding of the basics of PowerBI. Uncertainty still exists with integration of the embedded version
- Final Presentations for 492
  - Judges are industry people with various backgrounds
    - Evaluation based on the entire body of work
    - Presentation needs to be clear, make sense to someone unfamiliar with it, have a few running examples to demo the application, prepare for questions
    - Similar style of a small room, but more people will be watching than last time
    - Typically there will have more detailed questions than last semester
- We will be having a meeting soon with the client regarding how they want the PowerBI interface will be designed
- Plan on the next meeting being 3 weeks from now on (Thurs Feb 21)