Jianwei Zhuang
Manohar Darapureddi
Joe Garfield
Pedro A. Diaz-Gomez.
GROUP 6.

TEAM ORGANIZATION EVALUATION AND PLANS.

Project 2.

For this project, we take into consideration the goal proposed by Dr. Hougen; which was to improve and refine our team structure and method of operation based on our experience and evaluation of project 1. In this report, we are going to indicate each of our team organization goals and how we accomplished them:

- *To have a team leader*

For project 2 we had two leaders, one for the software part and the other for the hardware part. The software leader, Manohar, was the leader of the project.

- *To continue with the rotation task plan presented at the beginning of the course.*

Joe, who had been working as software leader for project 1, worked on the hardware team and Jianwei, who was the leader of the hardware team moved to the software team. Manohar moved up to the software leader and Pedro was promoted to the hardware leader.

- *To work in sub-teams of two persons, so that one is support of the other*

Manohar and Jianwei worked in the software sub-team and Joe and Pedro in the Hardware sub-team.

- *Clarify at the beginning of the project the responsibilities of each team member*

In our first meeting we clarified the responsibilities of each one: The responsibilities of leadership, in project number 1 was Joe and in this was Manohar; documentation and presentation were assigned, in project number 1 Joe was responsible for the documentation in this was Pedro and for the presentation was Manohar but at the end he went in accordance with Jianwei, in the sense that Jianwei will do the project 2 presentation and Manohar the next. So we took into account to whom the responsibilities were previously assigned for project 1.

- *To have a clear idea of the project from the start*

We discussed the goals of the project and the hardware design in the second and third meetings.

In addition, we did meetings with specific goals according with the agenda and we all communicated via e-mail, giving suggestions and recommendations as needed.

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Future Plans

- To continue with the rotation task plan
- To continue with the specific assignment of responsibilities since the beginning, distributing the following duties:
    - Leader of the project
    - Hard copy reports and electronic submission
    - Final presentation
    - Documents related to team organization and the project time line
    - To continue with effective meetings
    - Good communication between peers