

**ENGR 0715: Engineering Applications for Society  
University of Pittsburgh**

**TEAM 7**

**Progress Report #3**

**Team Meeting Date:** *January 29, 2009*

**Meeting Roles**

**Team Members:** Mike Sweriduk (mes176@pitt.edu)  
Rebecca McGinley (ram119@pitt.edu)  
Declan Wilson (dww13@pitt.edu)  
Blair Suter (bcs27@pitt.edu)

Primary Facilitator  
Secondary Facilitator  
Scribe  
Timekeeper

**Community Partner:**

Hill House Association

**Project Description:**

Our group will be working with the Hill House Association in designing a walking route that will connect a series of "Green-Up" lots. Our job will not only designing these path/paths but finding a way to bring them to the attention of the public. We are hoping that we can make permanent signs and pamphlets to pass out.

**MEETING SUMMARY**

**Accomplishments:**

1. We worked together to finish the WBS
  - a. Used what we completed from previous meeting
    - i. Changed the ending to incorporate construction of signs
    - ii. Added many more levels and even rearranged some of them
  - b. Typed it out so we could use it in the proposal
2. We started the proposal but did not finish
3. We finally contacted Terri Baltimore
  - a. Set up a meeting next Thursday at 1:30 to tour the lots
  - b. Arranged transportation to Hill House and for the tour

**Task Items:**

1. Title page and abstract (Rebecca)
  - a. Make title page attractive and interesting with important information
  - b. In abstract include project statement and background of our project
2. Goals, rationale (Blair)
  - a. List all important goals
  - b. Give reasoning for said goals
3. Deliverables, schedule estimates, assumptions (Declan)

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4. Gantt chart (Mike)
  - a. Download open workbook
  - b. Include three tiers of breakdown
  - c. Convert to a PDF file to attach to digital copy of proposal

**Issues/Concerns:**

1. We feel that we are a little behind due to Ms. Baltimore not contacting us back however we have found other ways to move forward without her help.
2. We also finally got a hold of previous groups' journals. Most of them are not very helpful however one has given us a lot of information about making signs.