<u>Individual Contribution Update</u>

Full Name (NetID)

Today's Date

<u>Contributions:</u>

- Worked on the intellectual property and security plan for our team project

    o Read through sample security plans that I found on the website from major companies and tech websites (1.5 hour)

    o Drafted and refined a security plan for our team, referencing key parts of sample plans found online (2 hours)

- Worked on four-box status report

    o Refined and revised the four-box status report from milestone 1 with other members of the team (1 hour)

- Interview questions

    o Currently working with other team members on interview questions for the study the team is going to conduct (1 hour)

<u>What I Learned:</u>

- Learned a lot about intellectual property, how to protect it, and the necessary clauses to include in a security plan

<u>Personal/Team Issues:</u>

- Our schedules do not align properly so we had difficulties trying to reschedule a weekly/biweekly meeting time with clients