



Project Monitoring Report

1. Project Status Parameters

In this section, in Table 1, the status analysis of the project parameters is recorded, referring to the follow-up period of the day 11/13/2017 to the day 11/17/2017.

| Parameter | Question | Reply |
|-----------------|--|-------|
| Project Scope | Have there been changes in the project scope? | No |
| Task Board | Was there addition or removal of tasks from the project's task board? | Yes |
| Unplanned Tasks | Has any unplanned task been executed? (provided it is not a corrective action provided in some other report) | No |
| Risks | Has there been a change in the list of project risks, either by adding or removing risk, or by changing the probability or impact of some existing risk? | No |
| Communication | Was there a planned meeting that was not executed? | Yes |
| Artifact | Is there an artifact finalized outside the stipulated period? | Yes |
| Data | Has the project data storage strategy or access guidelines for your artifacts been violated? | No |
| Team | Has there been a change in the project team, either by a member's exit or entry, or by the change of roles? | Yes |
| Resources | Was there any necessary resource, material or infrastructure, that was not available during the planned period? | No |
| Monitoring | Was there any project monitoring activity that was not carried out according to the plan? | Yes |

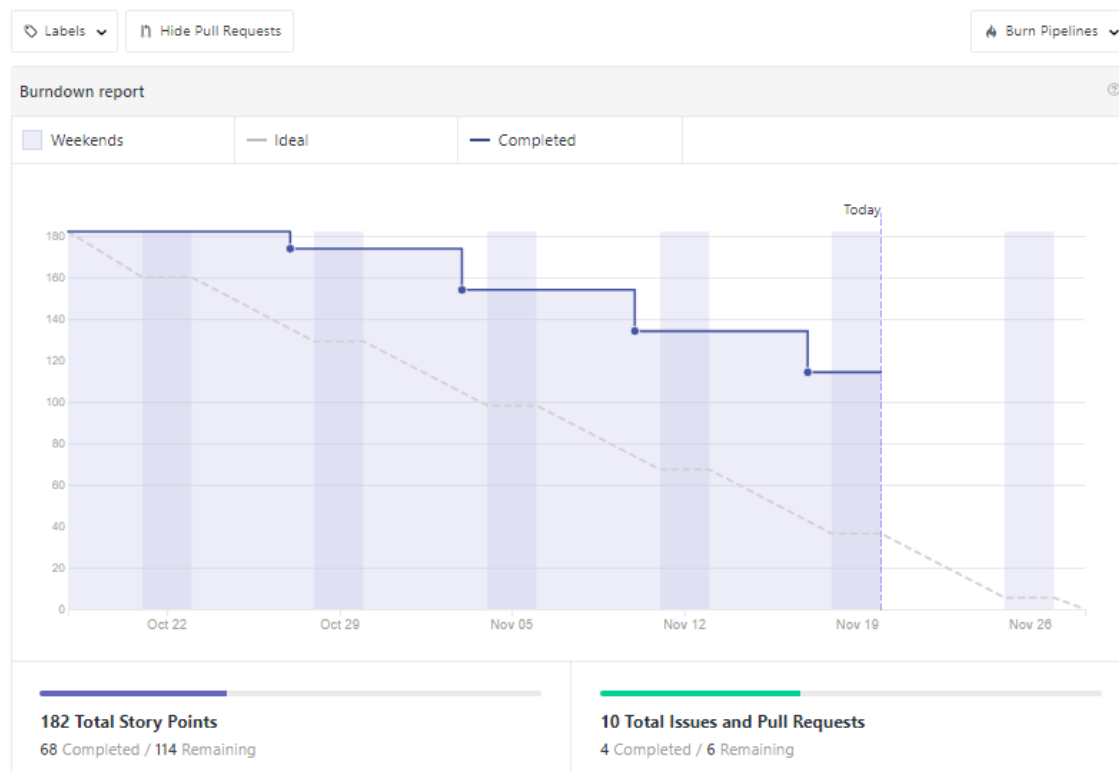
Table 1 - Analysis of the project parameters.

2. Burndown Chart

Sprint 2

Architecture prototype Database definition Entity Relationship Diagram

Start: Oct 18, 2017 [Change](#) Due: Nov 28, 2017 [Change](#)



3. Diversions and Problems

In this section the diversions of project execution in relation to the project plan are described. Each diversion is defined in Table 2, as well as its identifier and its classification (if it is a problem or not).

| Parameter | Id | Diversion | It's a problem? |
|---------------|----|---|-----------------|
| Task Board | 1 | Tasks have been added to the task board for daily execution | No |
| Communication | 2 | They were not held the daily meetings, due to a sudden embezzlement in the staff and restructuring of the project plan | Yes |
| Artifact | 3 | Yes due to team embezzlement and late of some tasks many artifacts were not delivered in sprint 2 and this sprint had to be rescheduled | Yes |



| | | | |
|------|---|--|-----|
| Team | 4 | Two members left a team for personal reasons | Yes |
|------|---|--|-----|

Table 2 - Project diversions.

4. Corrective Actions

In this section, the corrective actions required to correct the problems reported Section 3, according to Table 3, are described.

| Diversion Id | Corrective Actions |
|--------------|--|
| 2 | The Project Plan is being restructured, the sprints have already been re-evaluated with this is next week we will return as the daily meetings |
| 3 | There was a restructuring of the sprints and reorganization in relation to the deadlines |
| 4 | We are in the process of selecting for a new team member |

Table 3 - Corrective actions for diversions from the project plan.

Other observations

In this week we had some problems with the team, we were just late with the project, because there was an error to calculate the time of first sprint, this fact delayed us and was aggravated by the departure of two team members for personal reasons. So we decided to redesign the tasks and dates of our sprints