|  |
| --- |
| Project Status Report |

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Name:** | Book Print Archive - BPA | **Reporting Period:** | 03/23/2015 to 03/27/2015 |
| **Client:** | Wiley | **Client PM/Manager:** | David Belitzky |
| **Delivery Manager:** | Juliana Koshy | **Vertical Name:** | Testing |
| **Project Description:** |  | **BU Head:** | Arun Mohapatra |

Project Overview:

Scope: Provide QA Services for Wiley projects, GAVS resources will be responsible for QA activities as allocated to the team through the corresponding Wiley QA Lead and Gavs offshore test leads

Project objective:

To provide consistent and predictable quality of QA Services to Wiley, through industry standard methodologies, robust governance and a seamless operating model with an appropriate mix of onsite and offshore resources

Acceptance Criteria:

The agreed deliverables in each project / test phase to be delivered as per agreed standards and to the satisfaction of Wiley

Planned Start Date: 03/25/2015, planned completion Date: 05/08/2015

Actual Start Date: 03/25/2015, projected completion date: 05/08/2015

* Number of people in the project: 1) Billed: 3 2) Unbilled: NA 3) Partially billed: 4) Open positions: NA

##### Project Health Status Summary:

| **Keys to Success** | | | | | | **Over all status for the week** |
| --- | --- | --- | --- | --- | --- | --- |
| Work and Schedule | | | | | | G |
| Quality of deliverables(defects/Errors) | | | | | | G |
| Tickets – SLA performance | | | | | | G |
| Team/Resources | | | | | | G |
| Risks | | | | | | G |
| Issues | | | | | | G |
| Scope | | | | | | G |
| Action Items /Corrective Actions | | | | | | G |
| Customer Satisfaction | | | | | | G |
| Over All | G | No Issues | Y | Potential Issues | R | Significant Issues |

**Milestones/Deliverables Status:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S.No | Milestone/Deliverables | Planned Completion Date | Actual Completion Date | Status | Action plan with date |
|  | Test Design for BPA 4.5 | 04/10/2015 | - | Green | 50% Completed |

**Issues:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.No. | Issue Description | Impact  Description | Priority | Issue Owner | Due Date | Action Plan | Status  (Open,closed,rejected, delinquent) |
|  | No issues | - | - | - | - | - | - |

**Risks:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| S.No. | Risks Description | Impact description | Priority | Risk Owner | Due Date | Action Plan | Status  Open,closed,rejected,delinquent) |
|  | No Risks | - | - | - | - | - | - |

**Action Items:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| S.No. | Action Item description | Target date of completion | Owner | Status | Action Plan for deviation & Due Date |
|  | - | - | - | - | - |

**Project Health Status in detail:**

**Key activities completed last week reporting period: 03/16/2015 to 03/20/2015:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| # | Activity Description | Planned Due Date | Actual Due Date | Owner | Status | Action Plan for deviation & Due Date |
| 1 | Test Execution for BPA 4.4 Test Cycle2 | 03/24/2015 | 03/20/2015 | Anuradha, Aravind, Srinivas | Green | 100% Completed |

**Key activities completed during the current reporting period : 03/23/2015 to 03/27/2015:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| # | Activity Description | Planned Due Date | Actual Due Date | Owner | Status | Action Plan for deviation & Due Date |
| 1 | Test Design for BPA 4.5 | 04/10/2015 | - | Anuradha, Aravind, Srinivas | Green | 50% Completed |

**Key activities planned for the next reporting period: 03/30/2015 to 04/03/2015:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **#** | Activity Description | Planned Due Date | Actual Due Date | Owner | Status | Action Plan for deviation & Due Date |
|  | Test Design for BPA 4.5 | 04/10/2015 | - | Anuradha, Aravind, Srinivas | - | - |

**Customer Satisfaction:**

Survey Date: 02-July-2014

Survey Tool: Customer Feedback Form

|  |
| --- |
| Overall the GAVS team is doing a great job, for the June release we hit all time high defect removal efficiency (DRE) of 97%, this is very good and shows the REAL value GAVS brings to the organization. By finding these defects before earlier in the process GAVS contributes to Wiley’s overall the cost savings in delivery quality products and services to our customers. |

Client Rating: 4

Value Statement**:**

**Other Status**

Value Adds/Innovation/ Lessons Learnt/other details: -

**SLAs/Goals Performance Status**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **#** | Project SLA/Goal | Actual | Status | Action for deviation | Owner | Due date |
|  | The agreed deliverables in each project / test phase to be delivered as per agreed standards and to the satisfaction of Wiley | Green | Green | NA | Aravind, Anuradha,  Srinivas | NA |

**Any other Information:**

No

**Prepared by:** Anuradha K