Weekly Project Status Report

|  |  |  |
| --- | --- | --- |
| Report date | Project Name | EdItor |
| 4/8/2020 | Fast Track to Seidenberg | Luc Celestin |

# Status summary

The project update summary should contain a brief update on how the project is progressing.

* The update summary should in brief cover all the key KPI of the project and highlights if there any issues.
* The update should mention any new change requests, delays, external factors or resourcing issues that affect the project.
* Providing information on recently achievements milestones or missed milestones can also be included.

# projecy schedule

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No | Tasks (examples below – delete & replace) | Start | Progress | Status | Finish |
| ****1**** | First meeting | 2/15/2020 | 100% | Complete | 2/15/2020 |
| ****2**** | Brainstorming | 2/17/2020 | 100% | Complete | 2/26/20202 |
| ****3**** | Determine project requirements | 2/18/2020 | 100% | Complete | 2/26/2020 |
| ****4**** | Draft 1 Technical Paper - Due Oct 3 | 2/17/2020 | 100% | Complete | 2/27/2020 |
| ****4**** | Performing Literature research | 2/26/2020 | 100% | Completed | TBA |
| ****5**** | Performing Research | 2/29/2020 | 100% | Complete | 3/09/2020 |
| ****7**** | Propose a solution | 3/7/2020 |  |  | 3/10/2020 |
| ****8**** | Draft 2 |  | 100% | Completed |  |
| ****9**** | Determine requirement for database | 3/12/2020 | 100 % | Completed | 3/22/2020 |
| ****10**** | Determine application requirement | 3/12/2020 | 100% | Completed | 3/22/2020 |
| ****11**** | Develop Prototype | 3/23/2020 | 100% | Completed | 5/04/2020 |
| ****12**** | Prep PowerPoint | 3/25/2020 | 100% | Completed | 4/2/2020 |
| ****13**** | Draft 3 | 3/25/2020 | 100% | Completed | 4/1/2020 |
| ****14**** | Draft 4 | 4/8/2020 | 100% | Completed | 5/06/2020 |
| ****15**** | Final presentation | 4/8/2020 | 100% | Completed | 5/06/2020 |
|  |  |  |  |  |  |

# Weekly MEETING AGENDA

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Date of Meeting: -  **04/30/2020 - 05/06/2020** | | | Time: | | Location: Messages |
| Meeting Summary   * **Added new tables** * **Change GUI** * **Deploy application** * **populate database with actual data** * **Completing paper** | | | | | |
| No | Attendees | Join time | | Leave time | Note |
| 1 | Ruth Vincent |  | |  |  |
| 2 | Luc Celestin |  | |  |  |

# problem history

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| --- | --- | --- |
| Problelm | Assign objects | date |
|  |  |  |

# CONCLUSION / COMMENTS