## **Weekly Project Plan & Progress Report**

**Project Name:** Safe Water Access and Child Mortality  
**Week:** on28July2025 — on01August2025  
**Team Lead:** Josiane  
**Team Members:** Yvette, Janviere, Solange, Josiane  
**Reporting Date:** on 30July,2025

### **Weekly Overview**

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| --- | --- | --- | --- | --- |
| **Day** | Solange | Yvette | Josiane | Janviere |
| **Monday** | Planned Tasks:  -Review changes and decide what works best. | Planned Tasks:  - Review changes and decide what works best. | Planned Tasks:  - Review changes and decide what works best. | Planned Tasks:  - Review changes and decide what works best. |
| Accomplished Tasks:  - Done | Accomplished Tasks:  - Done | Accomplished Tasks:  - Done | Accomplished Tasks:  - Done |
| **Tuesday** | Planned Tasks:  - Link visuals to goals  Accomplished Tasks:  - Done | Planned Tasks:  - List what visuals need fixing or replacing  Accomplished Tasks:  - Done | Planned Tasks:  - Create chart showing SDG 6 vs water access.  Accomplished Tasks:   * Done | Planned Tasks:  - Show where regions are behind SDG goals.  Accomplished Tasks:  - Done |
| **Wednesday** | Planned Tasks:  - Insert icons or notes referencing SDG 6 in the dashboard.  Accomplished Tasks:  - Done | Planned Tasks:  - Improve GDP vs WASH chart (clarity, layout, titles).  Accomplished Tasks:  - Done | Planned Tasks:  - Check dashboard visuals: what’s working, what’s not?  Accomplished Tasks:  - Done | Planned Tasks:  - Make sure all charts have readable legends, consistent colors  Accomplished Tasks:  - Done |
| **Thursday** | Planned Tasks:  - Check if charts match message and are clear.  Accomplished Tasks:  -Done | Planned Tasks:  - Align, format, and clean slide/dashboard design.  Accomplished Tasks:  - Done | Planned Tasks:  - Write speaking notes and practice for demo.  Accomplished Tasks:  - Done | Planned Tasks:  - Review and polish everything one last time.  Accomplished Tasks:  - Done |
| **Friday** | - Final Review and Submit Our Dashboard | - Final Review and Submit Our Dashboard. | - Final Review and Submit Our Dashboard. | - Final Review and Submit Our Dashboard. |

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### **Weekly Progress Summary**

* **Key accomplishments this week:**

- So far, we have successfully completed all the key charts and visual components as planned. Our team has finalized all major tasks and is now focused on final review and polishing to ensure everything is ready for delivery.

* **Challenges faced:**

- No significant challenges encountered so far, the project is progressing smoothly.

* **Next steps for the upcoming week:**

- As we are finalizing our project this week, we await further instructions from the facilitators regarding the next steps.

### **Overall Project Status**

|  |  |  |
| --- | --- | --- |
| **Milestone** | **Status (On Track / At Risk / Delayed)** | **Comments** |
| - Review feedback & plan updates | Done | -Tasks set based on facilitator feedback. |
| - Redesign visuals &Add SDG 6 progress to dashboard | Done | -Charts updated; SDG6 Dashboard in progress. |
| - Finalize dashboard and prepare demo | On Track | - Final layout, summary slide, and presentation prep in progress |