ITMM 471/571

Team Project: Team \_\_\_\_\_

Progress Report 1

1. Topic of Video
2. WBS chart – see template “WBS chart template”
3. MS Project file with the following information entered:
   1. All tasks from WBS with estimates, predecessors, resources assigned
   2. Key milestone dates set up as milestones (diamond shapes on Gantt chart)
   3. All team members established as Resources
   4. Hourly rate set up for each team member – may use flat $50 rate for everyone
4. Risk Register – see template “risk register template”