|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | |  | project progress report | | | | |
| Project Name | Fly Away Plus | Project Code | FAP |
| Author | Hoàng Nghĩa Đức | Project Manager | Hoàng Nghĩa Đức |
| Date of Report | 06-06-2015 | Receiver | Supervisor |
| Reporting period[[1]](#footnote-1) | 25-05-2015 – 05-06-2015 | Nguyễn Văn Sang |

# Progress Description

|  |  |  |
| --- | --- | --- |
| Items | Information | Note |
| Start-date of project | 12-05-2015 |  |
| Estimated end-date | 31-08-2015 |  |
| Team size | 6 members | Hoàng Nghĩa Đức  Dương Thanh Hải  Lê Minh Thúy  Nguyễn Minh Hoàng  Trần Mạnh Hiếu  Phan Tiến Lực |
| Total estimated effort | 300person - day | 1 day = 8 person - hours |
| Total effort spent |  |  |
| Effort spent in this period | 30 person/day |  |
| Total effort left | None |  |

# Customer Complaints[[2]](#footnote-2)

## None

# Customer Support[[3]](#footnote-3)

## None

# Change Management[[4]](#footnote-4)

## None

# Quality Activities

## None

# Tasks matches/missed

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Task | Responsibility | Deliverable | Status | Remark | Re-schedule |
| Update Prototype | Team members | 05/06/2015 | Done |  |  |
| Update User Requirement | HieuTM | 02/06/2015 | Done |  |  |
| Update SRS | ThuyLM, HieuTM, LucPT | 19/5/2015 | In progress |  |  |
| Update schedule | DucHN | 19/5/2015 | Done |  |  |
| Study Google Map API | HoangNM | 03/06/2015 | Done |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

# Tasks planned for next period

|  |  |  |  |
| --- | --- | --- | --- |
| Task | Responsibility | Deliverable | Planned end date |
| Update Prototype | DucHN, HaiDT, HoangNM | 10/06/2015 |  |
| Create structure of Source code | HaiDT | 08/06/2015 |  |
| Update schedule | DucHN | 08/06/2015 |  |
| Update SRS | ThuyLM, HieuTM, LucPT | 11/06/2015 |  |
| Update Use case view | ThuyLM | 10/06/2015 |  |
| Create Weekly report 2 | DucHN | 19/06/2015 |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

# Problems and Suggestions

# Slow progress

## Reason: Focus on coding and decoration takes time

***Author***

***Hoàng Nghĩa Đức***

1. Duration of reporting period is defined in project plan as daily, weekly, be-weekly, and monthly. It’s weekly by default. Report may be performed on verbal form in meetings. [↑](#footnote-ref-1)
2. If no customer complaint is received, it is noted as "None", and the table should be deleted [↑](#footnote-ref-2)
3. If no customer request is received, it is noted as "None", and the table should be deleted [↑](#footnote-ref-3)
4. If no change request is received, it is noted as "None", and the table should be deleted [↑](#footnote-ref-4)