


PROJECT STATUS REPORT	
Project Name	WorkFlow
For Week Ending	Week 2 Date: September 14, 2023
Project Status	Green 
Status Description	Discussion on the business case and cost estimates. Decision of name of the project.
Activities—During the Past Week	
Defined the problem that we wanted to solve and concluded the business needs.	
Created the Gantt chart and shared the file on Discord Calculated the probable costs (financial and human resources) based on information relating to the business needs and the Gantt chart.	
Activities—Planned for Next Week	
Keep working on the business case.	
Finalize the implementation plan.	
Project Issues	
Gantt chart Creation: Lack of clarity in task dependencies or timelines. Changes in project scope that necessitate Gantt chart revisions.	
Project Changes	