PROJECT STATUS REPORT

Project Name	WorkFlow
For Week Ending	Week4 Date: September 26, 2023
Project Status	Yellow 😐
Status Description	First meeting with a stakeholder to review our business case. Some parts need to be fixed and updated in the business case. It caused a week delay.

Activities—During the Past Week

First meeting with the stakeholder.

Setting the regular meeting time.

Activities—Planned for Next Week

Edit the business case based on the feedback from stakeholder.

Discuss the functions and objectives of our application and consider design constraints

Project Issues

We have not taken into account the design constraints. It is imperative that we identify and address the constraints affecting our application. Neglecting this aspect may result in an incomplete understanding of both the project and the application.

Project Changes