Objectives   
Scope – overall as well as specify what is being delivered now  
ERD   
List of tables and attributes  
List of reports and queries  
Screens  
A statement of progress and challenges as they relate to the system and project management  
  
In addition, the following can be submitted along with the report or one week after that if you are in a time-crunch:  
1. User manual for completed work  
2. Track your progress against the schedule you submitted a couple of weeks ago. Toward this end, provide:  
(a) Project Velocity: Report how long it took the team to develop and test each completed program  
(b) Remaining Work: How much work is left to be done and when do you expect to complete it.  
(c) Work Items by Owner: Assignments for each member of the team? This report shows work items per team member and their progress.  
  
As the project is picking up steam, we will have deliverables every two weeks now for the subsequent versions. The goal of this is partly to prepare the final document in progressive steps.