**Tracking Report**

**Document:**

# of Sprint:

Start Date:

End Date:

Estimated Cost

**Activity:**

**Cost:**

**Total:**

Activities: (list of activities)

**Activity:**

**Description of activity:**

Defects: (List of defects in the sprint)

**Activity:**

**Defect:**

**Solution:**

Duplicated Work: (If there was work that was done twice during the cycle, the activity and the reasons why the work was duplicated were explained.)

**Activity:**

**Reason of duplicate work:**