	`	CIGNEX DATAMATICS

Project Name	MOIC Application Development			
Client/Account Name	Tapestry			
Reporting Period	**From:**	24-Nov-20	**To:**	03-Dec-20
Report Date	04-Dec-20			
Project Manager	Vatsal Thakkar			

1 Executive Summary

Project Kickoff
- Formal project kickoff done on 24-11-2020.
- Project kick off PDF and MOM shared with Tapestry.
- Team members for onboarding (name and email shared)

SRS / HLD / Execution Plan
- Execution Plan v 0 1 shared with Tapestry last week with task details
- Functional discussions carried out last week and this week with Dale, SRS writing is in progress
- HLD writing will be started from Monday next week. The needed session with other teams (middleware, JOOR, SAP) will be scheduled next week
- Execution Plan v 0 2 is shared along with this WSR.

Part 1 - Functional in-depth clarity and SRS
- 3 discussion sessions done last week and this week.
- SRS will be shared with Tapestry on Monday next week for signoff

Part 2 - Technical in-depth design and HLD
- Discussion to be scheduled next week
- MOIC DB schema known 80%, will be finalized along with HLD

Environments
- CD local environment for development (ready for development team)
- Unit Testing will be done in CD environment using sample data set
- Integrated testing will be done on Tapestry environment

Collaboration
- Weekly Status Report, emails for regular project communication
- Weekly check point 1 done yesterday. This will be done every Monday at 9 am NY time

2 Week's Major Accomplishments

Formal Project kick off and introductions, team onboarding
Functional Calls, overview of MOIC screens and purpose of each screen
Details and SRS writing (to be presented to business user for signoff next week)
High level execution plan, dates projection for high level tasks and integrations

2.1 List of Planned Work Accomplished

Deliverable/Milestone/Task Description	Responsibility (CD/Client)	Planned Date of Completion	Expected/ Actual Date of Completion	% Completion	Comments
Kick off	CD / Tapestry	24-Nov-20	24-Nov-20	100%	Formal kick off done
Team formation, dev environment set up, requirements understanding (functional and technical)	CD	24-Nov-20	11-Dec-20	60%	Team and dev environment set up, SRS, HLD, DB schema
Prepare Execution Plan	CD	25-Nov-20	25-Nov-20	100%	Execution Plan prepared and shared
SRS - Draft version	CD	24-Nov-20	04-Dec-20	100%	Draft version ready, routed for peer review

2.2 List of Un-Planned Work Accomplished (if any)

Deliverable/Task Description	Responsibility (CD/Client)	Date of Completion	Comments

3 Plan for Next Week

3.1 List of work to be accomplished

Deliverable/Milestone/Task Description	Responsibility (CD/Client)	Expected Date of Completion (dd-mon-yyyy)	Comments
SRS route to Tapestry business for signoff	CD / Tapestry	07-Dec-20	Work in progress
SRS - signoff	Tapestry	10-Dec-20	
HLD route to Tapestry team for signoff	CD	11-Dec-20	Work in progress
MOIC DB schema - finalization	CD	11-Dec-20	Work in progress
VDI access for team	Tapestry	11-Dec-20	Names for onboarding sent
Communication layer discussion with other teams	CD / Tapestry	11-Dec-20	

4 Issues & Dependencies

Issue/Dependency Description	Affected Deliverable(s)/ Task(s)	Issue Raised By (CD/Client)	Issue Raised Date (dd-mon-yyyy)	Issued Owned By (CD/Client)	Priority (Critical/High/Medium/Low)	Status (Open/Closed)	Resolution	Resolution Date (dd-mon-yyyy)

5 Risks

Risk Description	Risk Impact	Risk Raised Date	Risk Owned By	Severity (Critical/High/Medium/Low)	Status (Open/Closed)	Resolution/Expected Resolution Date	Mitigation Action