

# SOFTWARE PROJECT MANAGEMENT - PROJECT PROGRESS REPORT

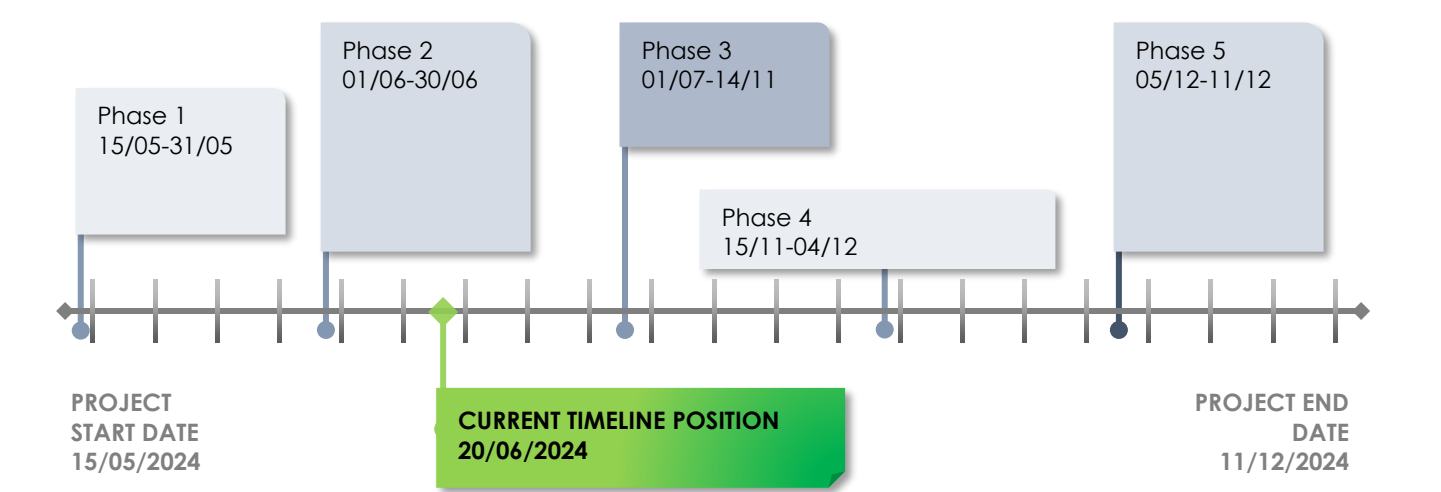
PROJECT NAME	RPTAR Alumni Portal	PROJECT NO.	2024-001
PROJECT MANAGER	PERIOD COVERED	DATE OF STATUS ENTRY	PROJECTED DATE OF COMPLETION
SYAZWANI NADHIRAH BINTI ZOLKEFILE	15/05/2024 – 11/12/2024	20/05/2024	11/12/2024

## PROJECT SUMMARY

The RPTAR Alumni Portal project aims to deliver a comprehensive and user-friendly platform for RPTAR alumni to connect, network, and access university resources. The portal will include features such as profile management, event coordination, alumni news, and integration with social media and CRM systems.

## PROJECT OVERVIEW

CATEGORY	STATUS	DETAILS	COMMENTS
Phase 1	100%	Initiation Phase	All the requirement are collected and documented
Phase 2	100%	Planing Phase	The requirement has been anylzed and scope planning are in progress
Phase 3	60%	Execution Phase	Not Started
Phase 4	0%	Control & Monitoring Phase	Not Started
Phase 5	0%	Closing Phase	Not Started



KEY RISKS AND ISSUES

RISK / ISSUE NAME	STATUS	OWNER	DESCRIPTION
Resource Availability	Active	Project Manager	Limited availability of key development resources could potentially impact the project schedule. The mitigation plan includes hiring additional developers or outsourcing certain tasks
Technical Challenges	Active	Back-end Engineer	Minor technical issues have been encountered with the integration of social media features. Ongoing troubleshooting and resolution efforts are underway
Stakeholder Engagement	Active	Project Manager	Continuous stakeholder engagement is necessary to validate requirements and design choices. Regular meetings and feedback sessions are scheduled to ensure alignment.
Database Development Delay	Active	Database Engineer	Unforeseen complexities in the development of the database have caused delays. Additional resources and time may be needed to complete this task.
UI Design Issues	Active	UI/UX Designer	Some UI design elements require refinement to meet user experience standards. The design team is working on addressing these issues to enhance usability.