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| **Your Team Name Goes Here** | **Status Report/Time Sheet** |

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| Employee Name: George the Geek | Title: Engineering lead |
| Department: Game Development | Supervisor: Bob The Blob |
| Reporting Period Start Date: 10/02/16 | Reporting Period End Date: 10/08/16 |

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| **Personal Accomplishments[[1]](#footnote-1)** |
| Completed Engineering Task 1.2.3: Creating Level 1 Shrubs. Initiated Engineering task 1.2.5: Load Desert Shrubs into game. |
| **Current Action Items** |
| 1. Complete Engineering 1.2.5: Load Desert Shrubs into Game. |
| **Personal List of Late Tasks and Action Items:** |
| There are currently NO late Tasks or Action Items |
| **Personal Problems and Questions:** |
| The desert shrub objects that were created using Graphic Images S/W release 2.4.5 are not loading successfully into the game. The graphics team is having to load the objects into Graphic Images S/W release 3.0.1 and then saving. The newly saved objects load successfully into the game S/W. |
| **Team Problems** |
| NA |

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| **Your Team Name Goes Here** | **Status Report/Time Sheet** |

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| --- | --- |
| Employee Name: George the Geek | Title: Engineer 1 |
| Department: Game Development | Supervisor: Bob the Blob |
| Reporting Period Start Date: 10/02/16 | Reporting Period End Date: 10/08/16 |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Activity | Mon | Tue | Wed | Thurs | Fri | Sat | Sun | Total |
| Engineering Task 1.2.3 | 0 | 2.25 | 0 | 0 | 2.25 | 0 | 0 | 4.5 |
| Engineering task 1.2.5 | 0 | 0 | 3 | 2.25 |  |  |  | 5.25 |
| Team Meetings. |  | 0.25 |  | 0.5 |  |  |  | 0.75 |
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|  |  |  |  |  |  |  |  |  |
| Total | 0 | 2.5 | 3 | 2.75 | 2.25 | 0 | 0 | 10.5 |

Smallest unit of time is 0.25 hours (15 minutes).

Record time in hours and quarters of hours

1. http://users.csc.calpoly.edu/~jdalbey/205/Mgmt/BadStatus.html [↑](#footnote-ref-1)