



# Project Status Report

**Project Name:** iSpector

**Department:** SoCIT

**Focus Area:** Hotels and Conventions

**Product/Process:** Hotel Guestroom Inspection

## Prepared by:

Document Owner(s)	Project/Organization Role
Gabriel D. Gonzalez	Project Manager, Analyst, & Documents lead
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## Project Status Report Version Control

Version	Date	Author	Change Description
1.7	11-6-2017	Gabriel D. Gonzalez	<ul style="list-style-type: none"><li>Project Status Report #7 covers the project's progress from October 30 to November 5.</li></ul>

**Confidential**

Project Status Report Week 7

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## 1 PROJECT STATUS REPORT PURPOSE

The Project Status Report is a document that Project Team members may use as a means of formal reporting on the status of the project. If there are milestones that are finished, or if there is a need for major revisions, it will appear in this document alongside other minor changes.

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## 2 PROJECT STATUS REPORT TEMPLATE

### 2.1 Project Status Report Details

- October 30, 2017 – Manager meeting with individual project members.

### 2.2 Project Status Report Template

<b>Project Name</b>			
Prepared by: Gabriel Joseph D. Gonzalez	Date: November 6, 2017	Reporting Period: <b>10-30-2017 – 11-5-2017</b>	
Project Overall Status: The project's prototype is at 65% completion.			
Project Summary: 65% working.			
<b>Milestone Deliverables performance reporting over last period</b>			
<b>Milestone Deliverables</b>	<b>Due Date</b>	<b>% Completed</b>	<b>Deliverable Status</b>
Milestone 1			
• Diagrams Completion	Before finals	90%	On Schedule
Milestone 2			
• 100% working prototype before midterms.	Before finals	65%	Slightly behind schedule
<b>Milestone Deliverables scheduled for completion over next period</b>			
<b>Project impact of milestone success or failure for project remainder</b>			
Refinement and completion of assigned UML Diagrams and completion of 1 <sup>st</sup> prototype.			

**Project Budget/Financial Status**

Budget Item	Planned Budget	Actual Cost	Variance/Explanation
N/A			
N/A			

**Project Risk Management Status**

Risk and Description	Risk Chance	Risk Impact	Risk Priority	Change from Last Review
Risk of not delivering the deliverables before their corresponding deadlines	Medium	High	High	
Error in code that prevents the prototype from functioning as desired.	High	High	High	

**Project Issue Management Status**

Issue and Description	Project Impact	Target Due Date	Issue Status	Issue Resolution
No issues as of the moment.				

### 3 PROJECT STATUS REPORT APPROVALS

Prepared by Gabriel Joseph D. Gonzalez  
Project Manager

Approved by Sir. Jayvee Cabardo 10/19/17  
Project Advisor

