

Status/Progress Report 2

Project Name: UOW Event Booking System

Team Member Name: Zhi Kai, Ming Yao, Li Shan, Amirah, Arr Lay

Date: 27th October 2019

Reporting Period: 13th October 2019 – 27th October 2019

Work completed this reporting period:

- Refine project plan and parameters (project scope and cost baseline)
- Assess current and future risks (risk register)
- Finalizing the project scope
- Creating a system prototype, after which we will manage the project parameters and monitor and control the risks and quality
- Create Test Cases
- Developing the program halfway
- Review project parameters and risks of the new changes to project scope
- Refine project plan and parameters (project scope and cost baseline) for the new project changes
- Assess current and future risks (risk register) for new project changes

Work to complete next reporting period:

- Finish developing the program with additional features requested by CIO and finalize testing of the program
- Creating User Manuals
- Present product to stakeholders
- Perform project assessment
- Identify lessons learnt
- Archive project information

What's going well and why:

- Coding tasks are going smoothly as team members are experience

What's not going well and why:
<ul style="list-style-type: none">- Take more time than expected to combine all the codes from each individual programming task together- Much more effort was required for the Project change requested by CIO due to tight schedule
Suggestions/Issues:
<ul style="list-style-type: none">- To spend more time on the testing phase to ensure all functionalities are tested and working- To spend more time allocating man power base on skills within tight schedule
Project changes
<ul style="list-style-type: none">- Due to the importance of segregation of roles, CIO has requested to make changes to project requirements that is to include a user management function (user administrator account that handles accounts in the system), each account can only play their own roles in the system