***Project Status Report***

**Team # \_\_\_\_\_\_\_**

**Deployment\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Week # \_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_**

**Instructions to complete the form:** The status report form has the following sections:

* ***New assignments***
* TBD
* ***Assignments in progress***
* TBD
* ***Assignment completed***
* TBD
* ***Student Comments for the Week:***
* TBD

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| --- | --- | --- | --- |
| **New Assignments** | | | |
| **Team Member(s) Assigned** | **Assignment (Be Specific and include details)** | **Due Date** | **Estimated Hours Required** |
| **Team Member’s Name** |  |  |  |
| **Team Member’s Name** |  |  |  |
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| Assignments in progress (List all assignments in progress.) | | | | | | | |
| **Week # of Orig. Assign** | **Assignee (s)** | **Assignment** | **Progress (Be Specific)** | **Due Date** | **Hours Worked** | **Estimated hours remaining** | **Person Name and Idea of any Original Ideas Originating Outside Group** |
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| **Assignments Finished (Only list the assignments completed in the week)** | | | | |
| **List Collaborators who Contributed and % of Contribution** | **Week # of Orig. Assign** | **Assignee (s)** | **Assignment** | **Total Hours** |
| **Team Member’s Name** |  |  |  |  |
| **Team Member’s Name** |  |  |  |  |
| **Team Member’s Name** |  |  |  |  |
| **Team Member’s Name** |  |  |  |  |
| **Team Member’s Name** |  |  |  |  |

**Student Comments for the Week:**

* Please add your comments on the weekly progress or any other details you want to communicate with the instructor. For urgent needs please email the instructor after adding it here.