📊 Weekly Project Status Report

David Dominguez

📝 Basic Information

Reporting Period:	Week 14: Nov 17-24, 2025
Project Name:	David Dominguez
Project Goal:	The goal of my project is to build the technical expertise, professional relationships, and internal visibility needed to move into the IT department. I will achieve this by applying new skills in practical settings at work and seeking mentorship from experienced IT professionals.
Project Manager:	David Dominguez

🖽 Project Health

🟢 **ON TRACK**

Executive Summary: This week, I focused more on my project goals instead of revising my charter. I met someone from the Compliance department to learn about their role and how it connects to IT work. It helped me understand how different parts of the organization work together. I plan to reach out to the IT department next, but I've been busy with my regular job duty.

✓ Accomplishments This Week

1. ✓ Focused on project objectives instead of revising my charter.

2. ✓ Met with someone from another department to learn about their role and how it connects to IT work.

3. ✓ Gained a better understanding of how different parts of the organization work together.

🖳 Plan for Next Week

1. → Reach out to someone in the IT department to learn more about their roles and career paths.

2. → Set aside time in my schedule to focus on project progress despite regular job duties.

3. → Focus on completing class assignments and preparing to finish the semester strong.

🎯 Upcoming Milestones

Milestone	Target Date	Status
Follow up with the IT department about potential opportunities.	11/23/2025	ON TRACK
Create a timeline for earning an IT certification and applying it in the workplace.	11/30/2025	ON TRACK
Close out the project.	12/8/2025	ON TRACK

⚠ Issues & Risks / Mitigations

No issues or risks to report

No issues or risks identified for this reporting period.

🔄 Changes Since Last Report

No changes to report

No changes occurred since the last reporting period.