# 📊 Weekly Project Status Report

## Career Development and Networking Project

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## 📝 Basic Information

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|---|---|
| **Reporting Period:** | Week 10: Oct 19-26, 2025 |
| **Project Name:** | Entry-Level IT Career Development and Networking Project |
| **Project Goal:** | I revised my project goal from job hunting to focusing on professional development and IT upskilling. Over the next three months, my goal is to strengthen my technical skills and expand my professional network to prepare for new career opportunities in the new year at my workplace. |
| **Project Manager:** | David Dominguez |

## 📋 Project Health

### 🟢 ON TRACK

**Executive Summary:** The project is in good standing after being revised from a job search focus to professional growth and skill development. I've updated my goals to concentrate on upskilling and networking within the IT field at my workplace. Overall, progress is steady, and the project remains on track to meet its new objectives.

## ☑️ Accomplishments This Week

**1.** ✓ Revised my project goal from job searching to a three-month plan focused on upskilling and professional networking.

**2.** ✓ Met with my professor to discuss and confirm the new project direction.

**3.** ✓ Identified how technology trends, such as digital records management, are shaping the IT side of my current workplace.

## 🗓️ Plan for Next Week

**1.** → Research and select one online IT course or certification program to begin.

**2.** → Create a learning schedule to stay on track with my three-month upskilling plan.

**3.** → Identify opportunities within my current job to apply or practice new IT skills.

## 🎯 Upcoming Milestones

| Milestone | Target Date | Status |
|---|---|---|
| Choose an IT certification or training program by mid-November. | 10/28/2025 | ON TRACK |
| Begin coursework and track weekly learning progress. | 10/28/2025 | ON TRACK |
| Complete the upskilling goal by early January. | 1/14/2026 | ON TRACK |

## ⚠️ Issues & Risks / Mitigations

**No issues or risks to report**

*No issues or risks identified for this reporting period.*

## 🔄 Changes Since Last Report

**Change #1:**

**Date:** 2025-10-21

**Description:** The project goal was revised from creating a website portfolio and applying for at least 15 jobs to focusing on career development at my current job through IT upskilling and networking.

**Reason / Impact if not made:** My professor advised that since I am already employed, my project should focus on professional development rather than job searching. The change allows me to build relevant IT skills and expand my professional network, which supports long-term career advancement. If this change had not been made, the project would have been less meaningful and not aligned with my current employment or realistic career goals.