**Project Status Report I**

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| Date of Report Issue/Prepared: February 4th, 2022 |

Report Prepared By: Dilan, Dominic, Kunga and Minh

Employer/Organization: IT Clan and Consulting

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| Project Name:  Project Team:  Period Reporting:  Overall Project Health | IT Web Document Generator Application | |
| Team 12 | |
| Start Date: **Jan 10, 2022** | End Date: **Feb 04, 2022** |
| Green (Good) | |

Summary

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| **Project Status Summary** |
| We currently are on track to finish the project. We have a bit over 50% of the project completed already that is required for the sprint 6 deadline. |

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| **Accomplishments As Planned** | **Planned but not Accomplished** |
| Research on document generation completed much earlier than expected. The minimum requirements of the functionality for creating the document were achieved. | Incorporating the functionality to other templates |
|  | Improving UI and navigation for the user |

Upcoming Objectives for **Feb 05, 2022 to Mar 11, 2022**

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|  | | **Planned Activities/Tasks for Next Period** | |  |
| Activity/Task | Assigned To  <name/s> | | Duration  <days> | Date |
| Adding more template options for the user to generate. | Dilan, Kunga, Dominic, and Minh | | 36 Days | February 4th, 2022 |

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|  | **Milestones for Next Period** | | |
| Milestone (Objective) | | Assigned To | Delivery Date |
| Working completion of all templates required with user friendly UI. | | Dilan, Kunga, Dominic, and Minh | March 15th, 2022 |

Managing Issues and Risk

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| **Issues/Problems** | **Resolution Strategy** | **Due Date** |
| Adding more template options for the user to generate. | Research for proper documentation that will allow us to complete this feature. | February 25th, 2022 |

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| **Upcoming Risks** | **Risk Ranking**  **(Hi, Med, Low)** | **Risk Impact**  **(Hi, Med, Low)** | **Mitigation Strategy** |
| Achieving proper frontend to backend connection (documents selected will be the only ones generated) | Med | Med | Redesigning the generation method for ambiguous template creation. (To decouple from the initial template) |

**NOTE: Attach additional sheets if insufficient space available**

**Submission Guidelines:**

Please submit as “W22\_T<team number>\_ProjectReport1”.

For e.g. W22\_T45\_ProjectReport1

This is a group submission i.e. one per group.

**Due Dates:**

**Sunday, Feb 06, 2022 (11:59 p.m.)**