

**PROJECT STATUS REPORT**  
**FLEX DATA INC.**  
**AS OF: 4/07/2024**

**PROJECT STATUS SUMMARY**

Percent Complete: 85.0%

Scope	Schedule	Risks	Quality
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Scope:

This week we planned the rest of the year to see what was left to do before the end of the year! We are very close to the end of the project with only a few things left to do such as finalizing the model and discord bot. We also started on our project poster for the Expo, which will be done by next Friday.

Schedule:

I am feeling very confident about our timeline now that we have explicitly written out what else is left to finish, it all seems very achievable thanks to my amazing team!

Risks:

No risks to report that are major or concerning.

Quality:

Quality has been very good as we are all in the places where we are most comfortable.

**WORK PLANNED FOR LAST WEEK**

1. Team Meeting
  - a. Get updates on everyone's progress
  - b. Get started on the Poster
2. Continued working on tasks

**WORK COMPLETED LAST WEEK**

1. Team Meeting
  - a. Get updates on everyone's progress
  - b. Got started on the Poster
  - c. Planned the rest of the Semester
  - d. Expo talk
2. Continued working on tasks

**WORK PLANNED FOR NEXT WEEK**

1. Team Meeting
  - a. Get updates on everyone's progress
  - b. Finish Poster and submit it
2. Continued working on tasks

**OPEN ISSUES**

1. Project Plan
  - a. Status: On Going
2. Adding new model data
  - a. Status: Completed
3. Creating Model
  - a. Status: On going

**DELIVERABLES AND MILESTONES**

Milestone	WBS	Planned	Forecasted	Actual	Status
First Draft of Project Charter	001	09/29	09/29	09/29	Completed
Final Draft of Project Charter	002	10/06	10/06	10/13	Completed
Research	003	10/20	10/20	10/20	Completed
Understand how models function	004	10/20	10/20	10/20	Completed
API and Model Research	005	10/29	10/29	11/03	Completed
Security Audit	006	10/27	11/03	11/03	Completed
Digital Ocean Research	007	11/3	11/05	11/05	Completed
Shipping Perception Model	008	11/10	1/30	1/30	Completed
Deliverable	WBS	Planned	Forecasted	Actual	Status

**OPEN CHANGE REQUESTS**

Change Request Name	Change Request Number	Request Date	Current Status
Add new timesheets	001	4/06	Undergoing change in Google Sheets
Added new csv files to repo	002	11/03	Completed

## KEY PERFORMANCE INDICATORS (KPI's)

**Schedule** - Project is **on schedule**

Schedule Variance (SV): +0 days