

PROJECT STATUS REPORT
FLEX DATA INC.
AS OF: 2/02/2024

PROJECT STATUS SUMMARY

Percent Complete: 26.0%

Scope	Schedule	Risks	Quality
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Scope:

This week we met with our TA and she helped us get back on track and get us going because our sponsor has yet again canceled our meeting and I am very grateful for our TA to give us ideas of things for us to do. We now have a plan for the next 2 weeks though i don't think it should actually take that long for us to finish our tasks which is why i am marking this as green now.

Schedule:

I still want to mark this as yellow because we still are behind regardless but we are working on getting back on track and making progress. Dividing our team into sections was a very smart move to have people working on current projects and then others on future projects.

Risks:

Still yellow since our sponsor canceled this week's meeting at the last minute once again... but he did answer our questions in our discord channel which gave some insight but not what we needed.

Quality:

I am still marking this as green because we are working very hard and diligently to learn the systems fully and make sure we deliver a good product.

WORK PLANNED FOR LAST WEEK

1. Sponsor Meeting
 - a. Get some tasks to do
 - i. divide our team into 3 small groups with their own specialty
2. Team Meeting
 - a. discuss next steps
3. TA Meeting
 - a. in person to work on tasks and get that insider help.

WORK COMPLETED LAST WEEK

1. Sponsor Meeting
 - a. was canceled
2. Team Meeting
 - a. future tasks
 - b. discussed TA meetings
 - c. questions for sponsor
3. TA Meeting
 - a. had separate TA meetings to get each of us going on docker and working in the same environment.
4. worked on debugging models and adding security and more!!

WORK PLANNED FOR NEXT WEEK

5. Sponsor Meeting
 - a. Potentially schedule another one
 - b. Find some way for us to solidly communicate with him.
6. Team Meeting
 - a. Go over what we're doing once more and what we've done
 - b. Does anyone need help?
7. Continue working on tasks!

OPEN ISSUES

1. Staging and Deploying
 - a. Status: On going
2. Project Plan
 - a. Status: Completed

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

Project Weekly Status Report

Shipping Perception Model	008	11/10	1/30		On Going
Deliverable	WBS	Planned	Forecasted	Actual	Status

OPEN CHANGE REQUESTS

Change Request Name	Change Request Number	Request Date	Current Status
Add new timesheets	001	1/20	Undergoing change in google sheets
Added new csv files to repo	002	11/03	Completed

KEY PERFORMANCE INDICATORS (KPI's)

Schedule - Project is **behind schedule**

Schedule Variance (SV): -5 days