

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 worked on our tickets given to us by our sponsor. She was a great help the previous week and gave us great feedback and tasks to do. We also scheduled another meeting with our sponsor for next week which I am hoping he won't cancel once again.

Schedule:

I'll leave this as yellow since we haven't had a meeting with our sponsor yet and that affects how much we can actually do.

Risks:

Once more marking this yellow until we have our sponsor meeting just because it is a huge risk for us to not have any communication with our sponsor.

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

WORK COMPLETED LAST WEEK

1. Sponsor Meeting
 - a. Scheduled another meeting for next week
2. Team Meeting
 - a. spoke to each team member and explained what we are doing and what we've done
 - b. No one needs help as of yet
 - c. Finish our Goals assignment
3. Continued working on tasks!

WORK PLANNED FOR NEXT WEEK

1. Sponsor Meeting
 - a. Scheduled another meeting for next week
2. Team Meeting
 - a. spoke to each team member and explained what we are doing and what we've done
 - b. No one needs help as of yet
 - c. Finish our Goals assignment
3. Complete tasks
4. TA Meetings
 - a. Discuss what we did and what we learned
 - b. new tasks for us to do

OPEN ISSUES

1. Staging and Deploying
 - a. Status: Ongoing
2. Adding security:
 - a. Status: Ongoing
3. Adding docker file to beta engine
 - a. Status: Ongoing
4. 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

Project Weekly Status Report

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		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): -4 days