



## Project Status Report

**Project Name:** Hotel Escalation Management Module

**Department:** SOCIT

**Focus Area:** MCSPROJ

**Product/Process:**

### Prepared By:

Document Owner(s)	Project/Organization Role
Alanis Watz Alconcel	Project Manager
Matthew Arnold Alabado	Project Researcher
Samantha Nicole Balubal	Database Analyst
Rachel Anne Brillantes	Project Developer
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### Project Status Report Version Control

Version	Date	Author	Change Description
1.0	9/21/17	Alanis Alconcel	Project Status Report 3 created

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## 1 PROJECT STATUS REPORT PURPOSE

The Project Status Report is a document that Project Managers may use as a means of formal regular reporting on the status of a project to key project stakeholders, including the Steering Committee, Project Sponsor, and Senior Manager.

## 2 PROJECT STATUS REPORT TEMPLATE

### 2.1 Project Status Report Details

This status report focuses on the additional documents needed to add for the Final Documentation and the status of the prototype.

- Update Documentation
  - Vision and Scope Documentation
  - SRS Documentation
- Prototype Development
  - Finalize Back-end
  - Reach 50% of prototype development

### 2.2 Project Status Report Template

<b>Project Name</b>			
Prepared By: <b>Alanis Watz Alconcel</b>	Date: <b>10/06/2017</b>	Reporting Period: <b>10/02/2017 to 10/06/2017</b>	
Project Overall Status: The documentation of the project is complete of 10 UML Diagrams. The Vision and Scope & SRS Document is on progress. The team is currently on work with the Service Group regarding the backend of the prototype. The front-end is on progress.			
Project Summary: Completed 13 UML Diagrams. Vision and Scope & SRS Document and progress. Prototype on progress			
<b>Milestone Deliverables performance reporting over last period</b>			
<b>Milestone Deliverables</b>	<b>Due Date</b>	<b>% Completed</b>	<b>Deliverable Status</b>



## Project Status Report

<b>Milestone 1</b>			
• 13 UML Diagrams	09/02/2017	100%	[On Schedule]
• Construct questions for Client Meeting	10/06/2017	60%	[On Schedule]
• Vision and Scope Document	10/09/2017	50%	[On Schedule]
• Prototype Development (50%)	10/12/2017	20%	[On Schedule]
<b>Milestone 2</b>			
•			

### Milestone Deliverables scheduled for completion over next period

Milestone Deliverables	Due Date	% Completed	Deliverable Status
<b>Milestone 1</b>			
• Client Meeting	09/09/2017	0%	N/A
<b>Milestone 2</b>			
• SRS Document	10/19/2017	0%	[ ]

### Project impact of milestone success or failure for project remainder

We finished all the revisions needed to be done in the document and still on progress on the prototype and adding of the other UML Diagrams.	[Replace this text with a brief description of any changes to the project schedule required as a result of the amended milestone(s).]
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### Project Budget/Financial Status

Budget Item	Planned Budget	Actual Cost	Variance/Explanation
Printing	30	30	The cost is for the printing of this document

### Project Risk Management Status

Risk and Description	Risk Chance	Risk Impact	Risk Priority	Change from Last Review
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Project Status Report

Lack of Client Meeting	High	High	High	We would be meeting the client on Tuesday (October 9, 2017)

Project Issue Management Status

Issue and Description	Project Impact	Target Due Date	Issue Status	Issue Resolution

Project Recommendations

- N/A

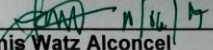
Objectives for Next Project Status Review

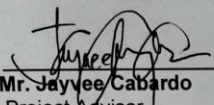
Finish 50% of the prototype

Related Project Information

- N/A

### 3 PROJECT STATUS REPORT APPROVALS

Prepared by  11/16/17  
Alanis Watz Alconcel  
Project Manager

Approved by  10/6/17  
Mr. Jayvee Cabardo  
Project Advisor