

**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 |
| Kathrine Danielle Burton | Project Researcher |
| Engel Jan Pamittan | Project Developer |

**Project Status Report Version Control**

|  |  |  |  |
| --- | --- | --- | --- |
| **Version** | **Date** | **Author** | **Change Description** |
| 1.0 | 11/03/17 | Alanis Alconcel | Project Status Report 7 Document created |

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# 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.



# PROJECT STATUS REPORT TEMPLATE

## Project Status Report Details

This status report focuses on the decision to change for framework used for mobile app.

## Project Status Report Template

|  |  |  |
| --- | --- | --- |
| Project Name | | |
| Prepared By:  **Alanis Watz Alconcel** | Date:  11/03/17 | Reporting Period:  10/30/17 to 11/03/17 |
| Project Overall Status:  The revisions on RRS of the document were updated. The mobile prototype is developed on Ionic Framework, there are problems with connecting this framework with the Service Module. | | |
| Project Summary:  Prototype on development. Document Updated | | |
| **Milestone Deliverables performance reporting over last period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | | * Inform adviser for decision to change framework | **11/03/2017** | **100** | [On Schedule] | | Milestone 2 | | | | | * Revise RRS | **11/03/2017** | **100** | [On Schedule] | | | |
| **Milestone Deliverables scheduled for completion over next period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | | * Update adviser on what framework to use | 11/10/2017 | **0%** | **[On Schedule]** | | Milestone 2 | | | | |  |  |  |  | | | |
| **Project impact of milestone success or failure for project remainder**   |  |  | | --- | --- | |  |  | | | |
| **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** | | The change of framework will make group start from scratch in mobile prototype | High | High | High | N/A | |  |  |  |  |  | |  |  |  |  |  | | | |
| **Project Issue Management Status**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Issue and Description** | **Project Impact** | **Target Due Date** | **Issue Status** | **Issue Resolution** | |  |  |  |  |  | | | |
| **Project Recommendations**   |  | | --- | | [Replace this text with a brief statement for the Steering Committee, Project Sponsor, or Senior Manager to consider or endorse. Other questions to consider for review with key project stakeholders are:   * Will the project be completed on time and on budget?  * Will the project deliverables be completed within acceptable quality levels?  * Are scope change requests being managed successfully?  * Are project issues and risks being addressed successfully and mitigated?  * Are all customer concerns being addressed successfully?] | | | |
| **Objectives for Next Project Status Review**   |  | | --- | | Provide adviser update regarding the program to be used for development | | | |
| **Related Project Information**   |  | | --- | | N/A | | | |



# PROJECT STATUS REPORT APPROVALS

**Prepared by** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Alanis Watz Alconcel**

Project Manager

**Approved by** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Mr.** **Jayvee Cabardo**

Project Advisor



# APPENDICES

## Document Guidelines

## Project Status Report Sections Omitted

