

**Project Status Report**



**Project Name: Predictive Analytics**

**Department:** **School of Computing & Information Technologies**

**Focus Area:** **SM Hotel**

**Product/Process:**



**Prepared By:**

|  |  |
| --- | --- |
| **Document Owner(s)** | **Project/Organization Role** |
| Sy, Davvid Paulo L. | Project Manager |
| Colinares, Raylanne |  |
| Landig, Maria | Project Researcher/Analyst |
| Salazar, Ma Aurora | Project Analyst/Designer |
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**Project Status Report Version Control**

|  |  |  |  |
| --- | --- | --- | --- |
| **Version** | **Date** | **Author** | **Change Description** |
| 1.0 | 06/15/2017 | Davvid Sy | Document created |
| 1.1 | 06/18/2017 | Davvid Sy | Algorithm Research |
| 1.2 | 06/26/2017 | Davvid Sy | Diagrams |
| 1.3 | 6/29/2017 | Davvid Sy | Revision of Use Case Diagrams |
| 1.4 | 7/06/2017 | Davvid Sy | Redirection of Focus |
| 1.5 | 7/16/2017 | Davvid Sy | Preparation for Mid Term Diagram Presentation |
| 1.6 | 7/25/2017 | Davvid Sy | Revisions of Diagrams after presentation |
| 1.7 | 8/02/2017 | Davvid Sy | Research on how to make prototype |
| 1.8 | 8/07/2017 | Davvid | Start of doing prototype |

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# PROJECT STATUS REPORT PURPOSE

The Project Status Report documents the progress of the group from the last week of INTSDEV until the end of SYSADD1. From this document, we are able to determine if the group are able to do the milestones on time and if the result would be good or bad.

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

During our meeting with the adviser last Wednesday we asked if what we are doing for our algorithm is right but it seems it was not, but we were thought how to do it right which is to read tons of studies, articles and etc. then from what we have read, we would write down the things that helped us understand more about the project but if the article or studies was not really able to relate to our topic then just leave it there, and move on.

* Currently we are rushing to finish the diagrams for the deadline is on this Friday midnight. So far, we have still had five unfinished diagrams, so to be able to submit this all before the due we planned to stop researching for the algorithm and focus on the diagram.
  + From the last milestone, the only diagram we failed to finished was interaction and timing diagram. The other diagrams just need a little revision then it’s good.

* + [Project impact of success or failure of milestone deliverables for the remaining period of the project.]

* [Budget Report—Write with respect to planned expenditure, actual expenditure and deficit/surplus.]

* [Risk Management Report—Specify any changes to the major risks identified since the previous report and modification to the strategies put in place to manage them, if appropriate.]

* [Issues Report—Include areas of concern, specific problems, and any action/decision that needs to be taken by the Steering Committee.]

* [Project recommendations to ensure success including lessons learned.]

## Project Status Report Template

|  |  |  |
| --- | --- | --- |
| Project Name | | |
| Prepared by:  Davvid Paulo Sy | Date:  07/25/2017 | Reporting Period:  07/24/2017 to 07/28/2017 |
| Project Overall Status:  After the presentation, the group knew what must be done due to the professor lecturing us, so after that we revised the diagrams and added the things he has said | | |
| Project Summary: | | |
| **Milestone Deliverables performance reporting over last period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | | * Revision of INTSDEV | 04/12/2017 | 100% |  | | Milestone 2 | | | | | * Update of Related Literature (Algorithm) | 06/20/2017 | 30% | Behind Schedule | | * Diagrams (Use Case Diagram and Full Description) | 06/28/2017 | 100% | On Schedule | | * Diagrams (Activity, Object, and Deployment) | 07/05/2017 | 100% | Ahead of Schedule | | * More Diagrams (Timing, State, Communication, and Sequence) | 07/07/2017 | 90% | On Schedule | | * More Diagrams (Interaction, Composite, Package, Component, and Class Diagram) | 07/11/2017 | 90% | Behind Schedule | | * Revision of Diagrams after presentation | 7/25/2017 | 90% | Behind Schedule | | * Research on how to make a prototype, and what apps to use. | 8/14/2017 | 70% | Behind Schedule | | * Preparation of Prototype for Defense | 8/21/2017 | 10% | Ahead of Schedule | | | |
| **Milestone Deliverables scheduled for completion over next period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | |  |  |  |  | |  |  |  |  | |  |  |  |  | | Milestone 2 | | | | |  |  |  |  | |  |  |  |  | |  |  |  |  | | | |
| **Project impact of milestone success or failure for project remainder**   |  |  | | --- | --- | | On this week, we failed due to not finishing interaction diagram and timing diagram to the designated date of submission but the group aims to finish it by this week. | [Replace this text with a brief description of any changes to the project schedule required as a result of the amended milestone(s).] | | | |
| **Project** **Budget/Financial Status**   |  |  |  |  | | --- | --- | --- | --- | | **Budget Item** | **Planned Budget** | **Actual Cost** | **Variance/Explanation** | |  |  |  |  | |  |  |  |  | | | |
| **Project Risk Management Status**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Risk and Description** | **Risk Chance** | **Risk Impact** | **Risk Priority** | **Change from Last Review** | | Updates in document | Medium | High | High | Details updated | | Algorithm Research | High | High | High | Research of Algorithm would allow us to understand deeper our topic | | Use Case Diagram & Use Case Full Description | Low | High | High | Just started doing the diagrams. | | Improvements of last milestone and creating new diagram for the new milestone | Low | High | High | Nothing is changed yet, will do before the end of this week. | | New tasks are given (interaction, package, component, class, composite diagram) | Med | High | High | We revised the previous diagrams (use case diagram, deployment, and more.) | | Revision of all diagrams after midterm | High | High | High | Most diagrams are already revised, if we are not mistaken only one is not yet which is timing diagram | | Research on what application to use to make a prototype | High | High | High | Communication Diagram and Timing Diagram were added to wiki. | | | |
| **Project Issue Management Status**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Issue and Description** | **Project Impact** | **Target Due Date** | **Issue Status** | **Issue Resolution** | | [Description of Risk] | [High/Medium/Low] |  | [Open/Closed] | [Description] | | [Description of Risk] | [High/Medium/Low] |  | [Open/Closed] | [Description] | | | |
| **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**   |  | | --- | | [Replace this text with a brief outline of project expectations for key project stakeholders to consider for the next review.] | | | |
| **Related Project Information**   |  | | --- | | [Replace this text with an attachment or link to other relevant information that can be included with this project status report. Examples include:   * Budget Report Summary  * Issue Record Report  * Scope Change Report  * Project Work Plan  * Project Metrics/Statistics  * Quality Management Review.] | | | |



# PROJECT STATUS REPORT APPROVALS

**Prepared by** Davvid Sy

Project Manager

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

Project Advisor

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Client Sponsor



# APPENDICES

## Document Guidelines

## Project Status Report Sections Omitted

