

# PROJECT STATUS REPORT

LOOPSKETCH

As Of: 10.11.2021

## PROJECT STATUS SUMMARY

Percent Complete: 3%

Scope	Schedule	Cost	Risks	Quality
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Schedule: The project is on schedule with no major factors affecting the completion date. We are early in the planning stages, creating a detailed timeline - focusing on the first 3 sprints. We are now closer to finalizing the project charter, waiting on sponsor approval.

Risks: Due to inexperience with the code libraries, it is difficult to develop an accurate timeline for the project, however, we are communicating with the sponsor to facilitate.

## WORK PLANNED FOR LAST WEEK

- Create timeline - finalize project charter.
- Set up conda environment for project - get to know pyo library

## WORK COMPLETED LAST WEEK

- Communicated with sponsor about changes to the project charter and applied those changes
- Created conda environments and familiarized with pyo libraries

## WORK PLANNED FOR NEXT WEEK

- Utilize project charter to create a more thorough Trello board
  - Detailing each sprint and assigning tasks to team members
- Continue to familiarize ourselves with Conda, Node.js, and Git
- Begin team tasks for Sprint 1 (view image below)

10/11/21 - 11/01/21

- Front-end:
    - Home screen
    - Login/Sign Up
  - Back-end (audio):
    - Ability to record and save audio locally
    - Trim audio to selected region
    - Loop recorded audio
  - Back-end (server):
    - Set up infrastructure for Boto3
    - Set up basic automated unit testing pipeline
    - Begin setting up user authentication
  - Other:
    - Ensure everyone can setup and run front-end/back-end code
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## OPEN ISSUES

No open issues.

## DELIVERABLES AND MILESTONES

Milestone	WBS	Planned	Forecasted	Actual	Status
Get Clear Project Timeline	0	10/10/2021	10/10/2021	10/11/2021	In Progress
Deliverable	WBS	Planned	Forecasted	Actual	Status
Project Charter	1	10/10/2021	10/10/2021	10/11/2021	In Review

## OPEN CHANGE REQUESTS

Change Request Name	Change Request Number	Request Date	Current Status
No Current Changes			

## **KEY PERFORMANCE INDICATORS (KPI's)**

**Schedule** - Project is On Schedule

Schedule Variance (SV):    +/- 0 days

Adjustments to Schedule:        none

**Effectiveness** - Project Progress Indicators

Deliverables/Milestones Completion Rate: 100%

Missed Deadlines:                                0