

## Part 1: Refinement to Project Charter

I had to speak with my I.T manager to see what the requirements for me to get an entry level to a web developer after my internship. I had to learn and practice more with HTML, CSS, and JavaScript so I could be more proficient. I do this by watching and practice HTML Essential training in LinkedIn Learning, HTML, CSS, and JavaScript: Building the Web and Advance Skills in HTML.

## Part 2: Weekly Status Report (within the Project Charter URL)

<https://nikofan1.github.io/Calude-ProjectCharter/>

**Weekly Project Status Report — I.T Ticketing System**  
Generated: Friday, October 17, 2025 – 5:42 PM

- Reporting Period: 10/12/25
- Project Manager: Niko Fan
- Project Goal: The goal is to get an entry level web designing role by designing an I.T Ticketing System.

**Project Health**  
Status: ON TRACK

**Executive Summary:** Project remains on schedule. Met with I.T manager to understand requirements for hiring after internship.

**Accomplishments This Week**

- Gathered requirements to get hired after internship
- Finished HTML Essential training in LinkedIn Learning
- Updated project goal

**Plan for Next Week**

- Keep learning webpage structure in HTML
- Keep learning webpage styling using CSS and JavaScript
- Continue working on project charter

**Upcoming Milestones**

Milestone	Target Date	Status
HTML Essential training	10/20/2025	ON TRACK
HTML, CSS, and JavaScript: Building the Web	10/26/2025	ON TRACK
Advance Skills in HTML	10/31/2025	ON TRACK

**Issues & Risks / Mitigations**  
No issues or risks to report for this period.

**Changes Since Last Report**  
No changes occurred since the last reporting period.

## Part 3: Project Plan Update

I modified my project goal, planning, and executing phase a little bit. Also updated my milestones in the status report as well.



