

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. I also bought a few books about HTML, CSS, and JavaScript from Amazon to learn more about the topics.

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

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

The screenshot shows a weekly project status report for an I.T Ticketing System. The report is generated on Thursday, October 23, 2025, at 9:04 PM. It includes the following sections:

- Reporting Period:** 10/23/25
- Project Manager:** Niko Fan
- Project Goal:** The goal is to get an entry level web designing role by becoming proficient in HTML, CSS, and JavaScript and design 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. I also bought a few book on HTML, CSS, and JavaScript to gain more knowledge on web development

Accomplishments This Week:

1. Finished HTML Essential training in LinkedIn Learning
2. Finished HTML, CSS, and JavaScript: Building the Web in LinkedIn Learning
3. Updated project status report

Plan for Next Week:

1. Keep learning webpage structure in HTML
2. Keep learning webpage styling using CSS and JavaScript
3. Continue working on project charter

Upcoming Milestones:

Milestone	Target Date	Status
Advance Skills in HTML	10/20/2025	ON TRACK
Read HTML & CSS book from quickstart	10/30/2025	ON TRACK
Read Javascript book from Quickstart	11/08/2025	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 made a few changes but nothing major. After learning about HTML, CSS, and Javascript on LinkedIn Learning. I bought more books on Amazon to read about HTML, CSS and JavaScript so I could be more proficient.

