**Project Title: SmartBridg – Phase Summary Report**

**Date**: August 6, 2025  
**Prepared by**: [Your Name]

**📋 1. Executive Summary**

This report provides a clear overview of the project lifecycle for **SmartBridg**, covering key phases from Ideation through Documentation & Demo. It maps deliverables, current status, and upcoming activities in a structured format. This ensures stakeholders have visibility into progress, scope, and next steps.

**2. Scope & Work‑Breakdown Structure (WBS)**

Per PMI guidelines, Scope includes all deliverables across each phase. The WBS below provides a hierarchical structure of project outputs [wrike.com+9smartsheet.com+9dpac.tas.gov.au+9](https://www.smartsheet.com/content/project-phases-templates?srsltid=AfmBOopifSwxnH_6AnhBk-yhhvlBbXfOOS18gy4rQhe6bM5GmGWGfwWs&utm_source=chatgpt.com)[en.wikipedia.org+1](https://en.wikipedia.org/wiki/Work_breakdown_structure?utm_source=chatgpt.com):

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1. Ideation Phase

1.1 Brainstorming

1.2 Empathy Map

1.3 Problem Statement

2. Requirement Analysis

2.1 Customer Journey Map

2.2 Data Flow Diagram

2.3 Solution Requirements

2.4 Technology Stack

3. Design Phase

3.1 Problem–Solution Fit

3.2 Proposed Solution

3.3 Solution Architecture

4. Planning Phase

4.1 Project Planning Template

5. Executable Files

5.1 Dataset

5.2 .twbx file

5.3 Dashboard Screenshots

5.4 Report Screenshots

5.5 Tableau Story Public Link

6. Testing Phase

6.1 Functional & Performance Testing

7. Documentation & Demo

7.1 Final Report Document

7.2 Video Demo Link

**🛠 3. Project Phases & Deliverables**

| **Phase** | **Deliverables** | **Status** | **Notes / Risks** |
| --- | --- | --- | --- |
| Ideation | Brainstorming, Empathy Map, Problem Statement | ✅ Done | Captured core problem and context |
| Requirement Analysis | Journey Map, DFD, Requirements List, Tech Stack | ✅ Done | Requirements validated with users |
| Design | Problem–Solution Fit, Solution Overview, Architecture | ✅ Done | Design approved by stakeholders |
| Planning | Project Planning Template | 🟡 In Progress | Final schedule and dependency check pending |
| Executable Files | Dataset, Tableau (.twbx), Dashboard & Report Screenshots, Story Link | 🟡 In Progress | Dashboard polishing underway |
| Testing | Performance Testing Report | 🟠 Pending | Tests scheduled; timeline risk |
| Documentation & Demo | Final Report Document, Video Demo Link | 🔲 Not Started | Demo yet to be recorded |

**📆 4. Phase Health & Risk Overview**

Following recommended status-report structures, assign a **traffic‑light indicator** for each phase [wrike.com+4atlassian.com+4smartsheet.com+4](https://www.atlassian.com/agile/project-management/status-report?utm_source=chatgpt.com)[projectmanager.com+8theprojectgroup.com+8smartsheet.com+8](https://www.theprojectgroup.com/blog/en/project-status-report/?utm_source=chatgpt.com):

* 🟢 Green – on track
* 🟡 Yellow – some attention needed
* 🔲 Gray – not yet started

**Phase 6 (Testing)** is at risk due to tight timelines. **Testing window closure and scheduling** are critical dependencies. The Planning and Executables phases need final coordination to avoid delays.

**🔍 5. Key Insights & Recommendations**

* **Clarify dependencies** between planning and testing phases to prevent bottlenecks.
* **Estimate buffer time** for performance testing and feedback incorporation.
* **Finalize Tableau dashboards** and confirm public story links for user review.
* **Schedule demo recording** and report finalization soon to maintain momentum.

**📌 6. Next Steps**

1. Complete the Project Planning template with resources, timelines, and dependencies.
2. Wrap up the Executable phase by finalizing dataset formatting and dashboard visuals.
3. Conduct & document performance testing; capture metrics and observations.
4. Prepare and share the Final Report document and schedule the Demo recording.

**✅ 7. Conclusion**

This report outlines SmartBridg’s seven lifecycle phases, mapping deliverables, status, and actionable next steps. Overall project health is **largely on track**, with a few upcoming activities requiring prompt coordination and pace. A refined project plan and timely execution of Testing and Demo activities will ensure successful closure.