|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | |  | project progress report | | | | |
| Project Name | Bus User Support System | Project Code | BUSS |
| Author | Nguyen Thanh Nam | Project Manager | Nguyen Thanh Nam |
| Date of Report | 27-08-2015 | Receiver | Supervisor |
| Reporting period[[1]](#footnote-1) | 21-08-2015 – 28-08-2015 | Nguyen Van Sang |

# Progress Description

|  |  |  |
| --- | --- | --- |
| Items | Information | Note |
| Start-date of project | 11-05-2015 |  |
| Estimated end-date | 28-08-2015 |  |
| Team size | 4 members | Nguyen Thanh Nam, Trinh Thi Tuyet Mai, Bui Bich Phuong, Tran Tu Anh |
| Total estimated effort | 280 person-days | 1 person-day = 8 person-hours |
| Total effort spent |  |  |
| Effort spent in this period | 20 person-days |  |
| Total effort left | 0 person-days |  |

# Customer Complaints

## None

# Customer Support

## None

# Change Management

## None

# Quality Activities

## None

# Tasks matches/missed

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Task | Responsibility | Deliverable | Status | Remark | Re-schedule |
| Create Progress Report 6 | Nguyen Thanh Nam  Trinh Thi Tuyet Mai | 27-08-2015 | Done |  |  |
| Create Project Result Assessment | Trinh Thi Tuyet Mai | 27-08-2015 | Done |  |  |
| Create User guide | Tran Tu Anh | 27-08-2015 | Done |  |  |
| Create Lesson Learnt | Bui Bich Phuong | 27-08-2015 | Done |  |  |
| Create Presentation Slide | Nguyen Thanh Nam | 27-08-2015 | Done |  |  |

# Tasks planned for next period

|  |  |  |  |
| --- | --- | --- | --- |
| Task | Responsibility | Deliverable | Planned end date |
| Project Defense Presentation | Nguyen Thanh Nam  Trinh Thi Tuyet Mai  Bui Bich Phuong  Tran Tu Anh | .docx  .xlsx  .pptx  source code | 04-09-2015 |

# Problems and Suggestions

***Author***

***Nguyen Thanh Nam***

1. [↑](#footnote-ref-1)