|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | |  | project progress  report | | | | |
| Project Name | WingS | Project Code | WS |
| Author | Đỗ Văn Tuấn | Project Manager | Đào Trọng Nghĩa |
| Date of Report | 21-09-2016 | Receiver | Supervisor |
| Reporting period[[1]](#footnote-1) | 07-09-2016 – 16-09-2016 | Nguyễn Văn Sang |

# Progress Description

|  |  |  |
| --- | --- | --- |
| Items | Information | Note |
| Start-date of project | 07-09-2016 |  |
| Estimated end-date | 16-09-2016 |  |
| Team size | 5 members | Đỗ Văn Tuấn  Đào Trọng Nghĩa  Lê Hồng Nhiên  Tạ Ngọc Duy  Hoàng Anh Tuấn |
| Total estimated effort | 370 person day | 1 person day = 5 hours |
| Total effort spent | 370 person day | 1 person day = 5 hours |
| Effort spent in this period | 70 person day |  |
| Total effort left | None |  |

# Customer Complaints[[2]](#footnote-2)

## None

# Customer Support[[3]](#footnote-3)

## None

# Change Management[[4]](#footnote-4)

## None

# Quality Activities

## None

# Tasks matches/missed

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Task | Responsibility | Deliverable | Status | Remark | Re-schedule |
| Prepare project | Team member | 07-09-2016 | Done |  |  |
| Define project situation | Team member | 07-09-2016 | Done |  |  |
| Define system scope | Team member | 07-09-2016 | Done |  |  |
| Project schedule | TuanDV | 16-09-2016 | Done |  |  |
| Project Plan | TuanDV | 16-09-2016 | Done |  |  |
| Q&A management | TuanHA | 16-09-2016 | Done |  |  |
| Research development technology | Team member | 19-09-2016 | Done |  |  |
| Report 1 | TuanDV | 21-09-2016 | Done |  |  |
| Progress report 1 | TuanDV | 19-09-2016 | Done |  |  |
| User Requirement Specification | TuanHA | 18-09-2016 | Done |  |  |
| Work breakdown structure | TuanDv | 16-09-2016 | Done |  |  |

# Tasks planned for next period

|  |  |  |  |
| --- | --- | --- | --- |
| Task | Responsibility | Deliverable | Planned end date |
| Design screen prototype | Design team | 05-10-2016 | 30-09-2016 |
| Create Demo | Dev team | 05-10-2016 | 28-09-2016 |
| Research development technology | Dev team | 23-09-2016 | 23-09-2016 |
| SRS | TuanDV, DuyTN, TuanHA | 27-09-2016 | 26-09-2016 |
| Architecture Design | DuyTN, NghiaDT | 04-10-2016 | 03-10-2016 |
| Screen Design | DuyTN, NghiaDT | 05-10-2016 | 04-10-2016 |
| Data Design | NhienLH | 08-10-2016 | 07-10-2016 |
| Class Design | TuanHA | 05-10-2016 | 04-10-2016 |
| Report 2 | DuyTN | 08-10-2016 | 07-10-2016 |
| Progress report 2 | TuanDV | 08-10-2016 | 08-10-2016 |

# Problems and Suggestions

***Author***

***Đỗ Văn Tuấn***

1. Duration of reporting period is defined in project plan as daily, weekly, be-weekly and monthly. It’s weekly by default. Report may be performed on verbal form in meetings. [↑](#footnote-ref-1)
2. If no customer complaint is received, it is noted as "None", and the table should be deleted [↑](#footnote-ref-2)
3. If no customer request is received, it is noted as "None", and the table should be deleted [↑](#footnote-ref-3)
4. If no change request is received, it is noted as "None", and the table should be deleted [↑](#footnote-ref-4)