



Weekly Project Status Report

IT Career Launch Campaign

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Basic Information

Reporting Period:	Week 13: Nov 11- 16, 2025
Project Name:	IT Career Launch Campaign
Project Goal:	To build a professional IT portfolio showcasing skills, certifications, and applied projects while completing real job applications to secure at least one interview. The final goal is to demonstrate professional readiness through a reflection and final showcase presentation.
Project Manager:	Samuel Avila Varela



Project Health



AT RISK

Executive Summary: This week I completed the final Coursera module for my cybersecurity certification and updated Deliverable 5 tasks and dates in Asana. I made progress reviewing job and internship options but have not yet submitted applications, which places Deliverable 5 slightly at risk. With application submissions planned for this week, the project can still return to green and remain on track.



Accomplishments This Week

- ✓ Completed the final Coursera cybersecurity module.
- ✓ Updated Deliverable 5's structure and subtasks in Asana, including new due dates.
- ✓ Researched IT job and internship listings to prepare for the application phase.



Plan for Next Week

- Submit 5–10 IT job or internship applications, based on professor feedback
- Add certification proof to the portfolio site (Coursera module completion)

3. → Begin early prep for interviews: create a simple practice question list or checklist

Upcoming Milestones

Milestone	Target Date	Status
Deliverable 5 – Professional Visibility & Applications	11/17/2025	DELAYED
Deliverable 6 – Launch & Interview Execution	12/1/2025	AT RISK
Final Showcase Presentation	12/8/2025	ON TRACK

Issues & Risks / Mitigations

Delay in beginning job application submissions; professor emphasized the need for ~10 applications or networking. MEDIUM

Mitigation: Schedule two focused sessions next week to submit 5–10 applications and reach out to at least one classmate/peer for networking support.

Changes Since Last Report

Change #1:

Date: 2025-11-12

Description: Refreshed the timeline for Deliverables 5 and 6 and adjusted subtasks based on professor feedback and current progress.

Reason / Impact if not made: Ensures the project schedule reflects realistic workload and aligns with the requirement to submit multiple applications to secure an interview.