Work Status

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | Name: |  | Week Ending: |  |  | | |
| |  | | --- | | Accomplishments for the week: (*do not just give me the project I want to know what you did this week to that project, add sub items under the project if necessary, also add if you are having any issues*) PLEASE LIST IN PRIORITY ORDER | | |

# NOW/ THIS WEEK

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  | | --- | | Project 1: | | Deadline: |  |  |  | | --- | --- | | Project 2: | | | Deadline: |  |  |  | | --- | | Project 3: | | Deadline: |  |  |  |  | | --- | --- | --- | | Project 4: | | | | Deadline: |  |  | |

# LATER / IMMEDIATE HORIZON

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  | | --- | | Project 1: | | Deadline: |  |  |  | | --- | --- | | Project 2:  Deadline: | | | Project 3: | | | Deadline: |  |  |  | | --- | | Project 3: | | Deadline: | |  | |  |  |  |  |  | | --- | --- | --- | | Project 4 |  |  | | Deadline: |  |  | |

# BARRIER / ISSUES / ROADBLOCKS

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  | | --- | | Project 1 | |  |  |  |  | | --- | --- | | Project 2 |  | |  |  |  |  | | --- | | Project 3 | | Project 4 | |

# IMMEDIATE ACTION REQUIRED

|  |
| --- |
| Project 1 |
| Project 2 |
| Project 3 |
| Project 4 |

# WINS

|  |
| --- |
| 1. |
| 2. |
| 3. |
| 4. |