

**Project Status Report**



**Project Name:** Forecasting Module for Revenue Management Using Artificial Intelligence Techniques

**Department:** SoCIT

**Focus Area:**

**Product/Process:**



**Prepared By:**

|  |  |
| --- | --- |
| **Document Owner(s)** | **Project/Organization Role** |
| Katelyn Anne S. Calma | Project Manager |
| Eugene B. Delfin | Project Developer |
| Shania Soleil G. Reyes | Project Developer |
| Kaila Mae G. Roguel | Project Developer |
| Jim Jemarc P. Castillo | Project Developer |

**Project Status Report Version Control**

|  |  |  |  |
| --- | --- | --- | --- |
| **Version** | **Date** | **Author** | **Change Description** |
| 1.0 | 06/08/17 | Katelyn Anne S. Calma | Document created |
| 2.0 | 06/12/17 | Katelyn Anne S. Calma | * Revision of Research Paper * Weekly Consultation with Adviser |

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# PROJECT STATUS REPORT PURPOSE

The Project Status Report is a document that Project Managers may use as a means of formal regular reporting on the status of a project to key project stakeholders, including the Steering Committee, Project Sponsor, and Senior Manager.



# PROJECT STATUS REPORT TEMPLATE

## Project Status Report Details

The proponents of the project presented the initial research paper to the panelists and client (April 13, 2017) last term. The panelists then gave suggestions and pointed out parts of the research paper to be revised.

* The project is still in the planning and documentation stage
  + As of now, the initial research paper – along with its diagrams – is being finalized by the group.
  + The group has been revising their research paper and coordinating with their thesis adviser. They have also been reading and studying more about their problem and proposed solution using Artificial Intelligence.
  + Upon the success of these milestones, the group is closer to finishing the planning stage of their project and ready to move onto analysing the requirements and designing the proposed system.
* The group considers being pressed for time as a high risk especially if the revised research paper does not conform to or meet the suggestions and comments of the panellists.
* The group is still dealing with the issue that they lack knowledge about Artificial Intelligence and lack some data for forecasting.
* It is recommended that the group should find efficient and effective solutions to address the risks and issues of the project. It is also good that they meet with their project adviser regularly in order to be guided in conducting the project.

## Project Status Report Template

|  |  |  |
| --- | --- | --- |
| Project Name | | |
| Prepared By:  Katelyn Anne S. Calma | Date:  **06/12/17** | Reporting Period:  04/21/17to 06/12/17 |
| Project Overall Status:  The project is still in the planning and documenting stage. The proponents are finalizing their initial research paper (1-3.5) and diagrams (use case diagram, event table, context diagram, initial gap analysis). | | |
| Project Summary:  The proponents are revising their paper based on the panelist’s suggestions. They are also reading material about their topic (Forecasting Module for Revenue Management using AI techniques) and researching about languages/programs they can apply to their project. | | |
| **Milestone Deliverables performance reporting over last period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Revision of Research Paper as Suggested by Panelists | | | | | * Revised Introduction | 04/22/17 | 100% | On Schedule | | * Revised Related Literature | 04/22/17 | 100% | On Schedule | | * Revised Context Diagram | 04/22/17 | 100% | On Schedule | | Consultation with Project Advisor | | | | | * Project Advisor form for the term was signed | 06/06/17 | 100% | On Schedule | | * Able to set a weekly consultation schedule | 06/09/17 | 100% | On Schedule | | | |
| **Milestone Deliverables scheduled for completion over next period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Revision of Research Paper | | | | | * Have adviser check the revised paper with panelist’s suggestions. | 06/19/17 | 0% | Behind Schedule | | * Revise research paper again based on project adviser’s comments | 06/19/17 | 0% | Behind Schedule | | | |
| **Project impact of milestone success or failure for project remainder**   |  |  | | --- | --- | | The proponents were able to revise their initial research paper based on the comments and suggestions given by the panelists. They have also coordinated with their project adviser for regular weekly consultations. | The group has produced a revised version of their research paper’s Introduction, Related Literature and Context Diagram. They have also consulted with their project adviser and will be well guided as they will meet on a weekly basis. | | | |
| **Project** **Budget/Financial Status**   |  |  |  |  | | --- | --- | --- | --- | | **Budget Item** | **Planned Budget** | **Actual Cost** | **Variance/Explanation** | |  |  |  |  | |  |  |  |  | | | |
| **Project Risk Management Status**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Risk and Description** | **Risk Chance** | **Risk Impact** | **Risk Priority** | **Change from Last Review** | | The group will be pressed for time   * Still be stuck revising the research paper when it is already time to analyze requirements of and design the proposed system | Medium | High | High | The proponents are trying to catch up on lost time. | | The revised paper does not conform with or meet the suggestions and comments of the panelists   * Need to redo Introduction * Need to redo Related Literature * Need to redo Context Diagram | Medium | High | High | If there is a need to redo the initial research paper, it will set back the group’s schedule by another week. | | | |
| **Project Issue Management Status**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Issue and Description** | **Project Impact** | **Target Due Date** | **Issue Status** | **Issue Resolution** | | The proponents have no background knowledge about Artificial Intelligence (AI) before the project   * No knowledge on how to code a system that uses AI | High | 08/21/17 | Open | Read and research more about Artificial Intelligence | | The proponents still lack data for forecasting   * Still unsure of the factors to consider in forecasting | High | 08/21/17 | Open | Communicate with the client | | | |
| **Project Recommendations**   |  | | --- | | If the all the scheduled activities and modules are accomplished on time, then the project will most likely be completed on time and on budget. Project deliverables are expected to be attained within the scope of the project. The proponents are consistent in producing effective and efficient solutions to address risks and issues, if not be lessen. The communication between the project team and the adviser is consistent from the beginning thus, making sure the group is well-guided. | | | |
| **Objectives for Next Project Status Review**   |  | | --- | | For the next project status, expect for the finalization of the research paper presented last April 2017. This will consist of parts 1-3.5 of the research paper and its diagrams. | | | |
| **Related Project Information**   |  | | --- | | [Replace this text with an attachment or link to other relevant information that can be included with this project status report. Examples include:   * Budget Report Summary  * Issue Record Report  * Scope Change Report  * Project Work Plan  * Project Metrics/Statistics  * Quality Management Review.] | | | |



# PROJECT STATUS REPORT APPROVALS

**Prepared by** Katelyn Anne S. Calma

Project Manager

**Approved by** Sir Ernesto C. Boydon

Project Advisor

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Client Sponsor

