

**Project Status Report**



**Project Name: Grade Archive System**

**Department:** School of Computing and Information Security

**Focus Area:** Public School

**Product/Process:**



**Prepared By:**

|  |  |
| --- | --- |
| **Document Owner(s)** | **Project/Organization Role** |
| Patrick Cedie Adriano | Project Manager |
| Mark Justine Apit | Project Developer |
| Tyrone Edward Fonacier | Project Developer |

**Project Status Report Version Control**

|  |  |  |  |
| --- | --- | --- | --- |
| **Version** | **Date** | **Author** | **Change Description** |
| 1.0 | 06/13/18 | Patrick Cedie | Document created |
| 1.1 | 06/20/18 | Patrick Cedie | Proposed Use Case & Event Table Creation |
| 1.2 | 06/27/18 | Patrick Cedie  Mark Justine  Tyrone Edward | * Full Use Case Description * Activity Diagram * Object Diagram * Data Flow Diagram - Level 0 * Context Level Diagram |
| 1.3 | 07/03/18 | Patrick Cedie  Mark Justine  Tyrone Edward | * Revised Use Case Diagram * Class Diagram * Entity Relationship Diagram * Revised Activity Diagram * Revised Object Diagram * Revised Events Table * Revised Full Use Case Description |
| 1.4 | 07/11/18 | Patrick Cedie  Mark Justine  Tyrone Edward | * Sequence Diagram * Data Flow Diagram – Child Diagrams * Revised Use Case Diagram * Revised Class Diagram * Revised Entity Relationship Diagram |

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# PROJECT STATUS REPORT PURPOSE

[Replace this text with a summary of the report′s purpose in reference to your specific project needs, or use the sample text below.]

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

[Replace this text with project status details for your key project stakeholders, focusing on milestone deliverables. This Report must include the following points, though more may be added:]

* [Status of the Project]

* + [Project Description.]

* + [Milestone Deliverables for the last reporting period.]

* + [Project impact of success or failure of milestone deliverables for the remaining period of the project.]

* [Budget Report—Write with respect to planned expenditure, actual expenditure and deficit/surplus.]

* [Risk Management Report—Specify any changes to the major risks identified since the previous report and modification to the strategies put in place to manage them, if appropriate.]

* [Issues Report—Include areas of concern, specific problems, and any action/decision that needs to be taken by the Steering Committee.]

* [Project recommendations to ensure success including lessons learned.]

## Project Status Report Template

|  |  |  |
| --- | --- | --- |
| Project Name | | |
| Prepared By:  Patrick Cedie | Date:  07/17/18 | Reporting Period:  07/11/18 to |
| Project Overall Status:  [Replace this text with a brief overview statement on project situation.] | | |
| Project Summary:  [Replace this text with a brief statement of project performance not covered in the remainder of the report.] | | |
| **Milestone Deliverables performance reporting over last period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | | * Migration of INTSDEV files to GitHub | 06/13/18 | 100% |  | | * The Github proficiency of all members | 06/20/18 | 100% |  | | * Events Table, Use Case Diagram | 06/20/18 | 100% |  | | Milestone 2 | | | | | * Full Use Case Description | 06/27/18 | 100% |  | | * Activity Diagram | 06/27/18 | 100% |  | | * Object Diagram | 06/27/18 | 100% |  | | * Data Flow Diagram – Level 0 | 06/27/18 | 100% |  | | Milestone 3 | | | | | * Revised Use Case Diagram | 07/03/18 | 100% |  | | * Class Diagram | 07/03/18 | 100% |  | | * Entity Relationship Diagram | 07/03/18 | 100% |  | | * Revised Activity Diagram | 07/03/18 | 100% |  | | * Revised Object Diagram | 07/03/18 | 100% |  | | * Revised Events Table | 07/03/18 | 100% |  | | * Revised Full Use Case Description | 07/03/18 | 100% |  | | Milestone 4 | | | | | * Sequence Diagram | 07/11/18 | 100% |  | | * Data Flow Diagrams – Child Diagrams | 07/11/18 | 100% |  | | * Revised Use Case Diagrams | 07/11/18 | 100% |  | | * Revised Class Diagram | 07/11/18 | 100% |  | | * Revised Entity Relationship Diagram | 07/11/18 | 100% |  | | * Prototype | 07/18/18 | 15% |  | | * PowerPoint Presentation for Midterm Defense | 07/18/18 | 100% |  | | * Revised Statement of the Problem | 07/25/18 | 50% | **[Behind Schedule]** | | * Revised Objectives | 07/25/18 | 50% | **[Behind Schedule]** | | * Revised Related Literature | 07/25/18 | 50% | **[Behind Schedule]** | | * Interview Client | 08/03/18 | 50% | **[Behind Schedule]** | | | |
| **Project impact of milestone success or failure for project remainder**   |  |  | | --- | --- | | [Replace this text with a description of milestone and potential scope changes.] | [Replace this text with a brief description of any changes to the project schedule required as a result of the amended milestone(s).] | | | |
| **Project Issue Management Status**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Issue and Description** | **Project Impact** | **Target Due Date** | **Issue Status** | **Issue Resolution** | | [Description of Risk] | [High/Medium/Low] |  | [Open/Closed] | [Description] | | [Description of Risk] | [High/Medium/Low] |  | [Open/Closed] | [Description] | | | |



# PROJECT STATUS REPORT APPROVALS

**Prepared by** Patrick Cedie Adriano

Project Manager

**Approved by** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Advisor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Client Sponsor

