Project Status Report

Project Name: Project LSC

Department: School of Computing and Information Technology

Focus Area: E-learning System

Product/Process:

Prepared By:

Document Owner(s)	Project/Organization Role
Jana Marie Gardon	Project Manager
Johanna Marisse Heramia	Project Developer
Jose Lorenzo Tadeo	Project Developer

Project Status Report Version Control

Version	Date	Author	Change Description
1.0	08/18/16	Jana Marie Gardon Johanna Marisse Heramia Jose Lorenzo Tadeo	• Continuation on creating database • Continuation on prototype design

1 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 reports can also use to provide a documented history of the project. This can be applied to strengthen lessons learned and to evaluate, review and learn from how the project succeeded and where it may have had difficulties.

Objectives of effective project status reporting include.
- Improve communication of information within the project and across the organization
- To create a record of the project progress
- Improve organizational support for the project
- To determine the improvement of the project
- Simplify the process of gathering and disseminating project information

2 PROJECT STATUS REPORT TEMPLATE

2.1 Project Status Report Details

This status report focuses on the continuation of designing prototype and creating database.

- Regular consultation on advisers for project recommendation and to keep our project on track.

Project Status Report Template

Project Name		
Prepared by: Jana Marie Gardon	Date: **08/18/16**	Reporting Period: **08/18/16** to **08/20/16**
Project Overall Status: Prototype Design and Database		
Project Summary: Continue designing the system and its database.		
Milestone Deliverables performance reporting over last period		

Milestone Deliverables	Due Date	% Completed	Deliverable Status
Milestone 1			
• Adding more functionalities	8/18/16	60%	Above Schedule
Milestone 2			
• Adding more design	8/18/16	60%	Above Schedule

Milestone Deliverables scheduled for completion over next period

Milestone Deliverables	Due Date	% Completed	Deliverable Status
Milestone 1			
• Consultation	8/22/16	70%	Above Schedule
Milestone 2			
• Adding more design	8/23/16	70%	Above Schedule
• Adding more functionalities	8/23/16	70%	Above Schedule

Project impact of milestone success or failure for project remainder

Added functionalities, design and database for project completion.	As we progress with the project, different ideas were being added to the system.

Project Budget/Financial Status

Budget Item	Planned Budget	Actual Cost	Variance/Explanation
N/A	N/A	N/A	N/A

Project Risk Management Status

Risk and Description	Risk Chance	Risk Impact	Risk Priority	Change from Last Review
Client	Medium	High	High	There is no existing system.

Project Issue Management Status

Issue and Description	Project Impact	Target Due Date	Issue Status	Issue Resolution
• Creating database and designing prototype	Medium	08/25/16	Open	Consult with the adviser

Project Recommendations

- Consultation with the advisers are important for guidance in the project and may resolve possible problems.
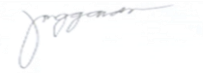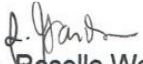
Objectives for Next Project Status Review

Continue designing the system
Continue creating database
Consultation

Related Project Information

https://github.com/seans888/Project---LSC-2
https://trello.com/b/T1k28pps/mi141-lsc-lms
http://projects2.apc.edu.ph/wiki/index.php/Project_-_LSC_Group_2_-101

3   PROJECT STATUS REPORT APPROVALS

Prepared by   <u>Jana Marie Gardon</u>
                      Project Manager

Approved by <u>Ms. Roselle Wednesday Gardon</u>
                      Project Adviser

                      <u>Ms. Johanna Joy Limus</u>
                      Client Sponsor