

**Project Status Report**



**Project Name:** IPS Project

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

**Focus Area:**

**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 | 01/25/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | Meeting |
| 1.0 | 01/27/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | Create Project Team |
| 1.0 | 01/28/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | Create Project Schedule |

|  |  |  |  |
| --- | --- | --- | --- |
| 1.0 | 02/01/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | Project Scope |
| 1.0 | 02/02/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | Project Charter |
| 1.0 | 02/08/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | Project Planning |

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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 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



# PROJECT STATUS REPORT TEMPLATE

## Project Status Report Details

This status report focuses on gathering of information about the system or related to the system, the creation of the event table, use case full descriptions and use case diagram based on the existing processes of GPS.

* Project Planning
  + Enhanced the ability of GPS to locate area by proposing a more efficient and improved GPS called IPS. With the use of GPS, the user can locate his exact location even inside the structure.
  + Looking for client, project planning and organizing schedule
  + On the first week, plans were made.
* Risk Management Report – one of the problems that we encountered is that IPS has no specific company and no related literature.
* Regular consultation on advisers to ensure that the group is on the right track.

This project status covers planning process, looking for client and consultation with the advisers as a guide to make sure that we are doing it right.

**2.2 Project Status Report Template**

|  |  |  |
| --- | --- | --- |
| Project Name | | |
| Prepared by:  Jana Marie Gardon | Date:  **1/25/16** | Reporting Period:  1/25/16 to 2/08/16 |
| Project Overall Status:  Found a client and planning of projects. | | |
| Project Summary:  Look for a client, follow the app he desire and discuss among the group the improvements to add on existing app. | | |
| **Milestone Deliverables performance reporting over last period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | | * Decided on what project to do | 1/26/16 | 80% | On Schedule | | * Look for client | 1/27/16 | 100% | On Schedule | | * Signed Advisers Form | 1/29/16 | 80% | On Schedule | | Milestone 2 | | | | | * Project Scope | 2/01/16 | 100% | On Schedule | | * Project Charter | 2/05/16 | 100% | On Schedule | | * Project Plan | 2/08/16 | 75% | On Schedule | | | |
| **Milestone Deliverables scheduled for completion over next period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | | * Consult to advisers | 3/22/16 | 100% | On Schedule | | * Finalized project plan | 4/15/16 | 100% | On Schedule | | * Gather information | 2/25/16 | 100% | On Schedule | | Milestone 2 | | | | | * Event Table | 2/29/16 | 70% | On Schedule | | * Use case full description | 3/04/16 | 80% | Behind Schedule | | * Use case diagram | 3/08/16 | 80% | Behind Schedule | | | |
|  | | |
| **Project impact of milestone success or failure for project remainder**   |  |  | | --- | --- | | Project planning is used for identifying and analyzing projects. All information discussed and planned in this week will be based on the next report. | 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 | | 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 specific company. | | Schedule Feasibility   * Project Schedule | Low | Low | Medium | We rushed to complete the requirements for the reason that we changed the project. | | | |
|  | | |
| **Project Issue Management Status**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Issue and Description** | **Project Impact** | **Target Due Date** | **Issue Status** | **Issue Resolution** | | * Project Planning | High | 2/08/16 | Open | We already got a client and agreed on the process of the proposed system. | | | |
| **Project Recommendations**   |  | | --- | | Consultation with the advisers are important for guidance in the project and may resolve possible problems. | | | |
| **Objectives for Next Project Status Review**   |  | | --- | | Gather information for the system and identify process to create event table, use case full description and use case diagram. | | | |
| **Related Project Information**   |  | | --- | | N/A | | | |



# PROJECT STATUS REPORT APPROVALS

**Prepared by**  Jana Marie Gardon

Project Manager

**Approved by** Mr. Paolo Oblepias

Project Advisor

Ms. Maria Teresa Montemayor

Project Advisor

Ms. Roselle Wednesday Gardon

Project Advisor

Mr. Jojo Castillo

Project Advisor





**Project Status Report**



**Project Name:** IPS Project

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

**Focus Area:**

**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 | 03/10/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | Gather information |
| 1.0 | 03/15/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | Develop Event Table |
| 1.0 | 03/18/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | Develop Use Case Full Description |
| 1.0 | 03/21/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | Develop Use Case Diagram |

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[2.1 Project Status Report Details 3](file:///C:\Users\Jana%20Marie%20Gardon\Documents\Mntsdev\ProjectStatusW2.docx#_Toc77392559)

[2.2 Project Status Report Template 4](file:///C:\Users\Jana%20Marie%20Gardon\Documents\Mntsdev\ProjectStatusW2.docx#_Toc77392560)

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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 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



# PROJECT STATUS REPORT TEMPLATE

## Project Status Report Details

This status report focuses on gathering of information about the system or related to the system, the creation of the event table, use case full descriptions and use case diagram based on the existing processes of GPS.

* Project Planning
  + Develop requirements (ERD, Use Case Full Description and Use Case Diagram)
  + On the second week, plans were made
* Risk Management Report – one of the problems that we encountered is that IPS has no specific company and no related literature.
* Issues Report – problems we encountered are: IPS has no specific company, no related literature and no client.
* Regular consultation on advisers to ensure that the group is on the right track.

This project status covers planning process, looking for client and consultation with the advisers as a guide to make sure that we are doing it right.

## Project Status Report Template

|  |  |  |
| --- | --- | --- |
| Project Name | | |
| Prepared by:  Jana Marie Gardon | Date:  **2/09/16** | Reporting Period:  2/09/16 to 3/08/16 |
| Project Overall Status:  The group gather information about the existing to help create and improve the proposed app. | | |
| Project Summary:  For the second week, the group formulated the event table and use cases for Indoor Positioning System. | | |
| **Milestone Deliverables performance reporting over last period**   |  |  |  |  | | --- | --- | --- | --- | | Milestone Deliverables | Due Date | % Completed | Deliverable Status | | Milestone 1 | | | | | * Draft of Event Table | 2/29/16 | 70% | On Schedule | | * Draft of Use Case Full Description | 3/04/16 | 80% | On Schedule | | * Draft of Use Case Diagram | 2/08/16 | 90% | On Schedule | | Milestone 2 | | | | | * Finalize Event Table | 3/09/16 | 100% | On Schedule | | * Finalize Use Case Full Description | 3/11/16 | 100% | On Schedule | | * Finalize Use Case Diagram | 3/12/16 | 100% | On Schedule | | | |
| **Milestone Deliverables scheduled for completion over next period**   |  |  |  |  | | --- | --- | --- | --- | | Milestone Deliverables | Due Date | % Completed | Deliverable Status | | Milestone 1 | | | | | * Draft of Context Diagram | 3/10/16 | 75% | On Schedule | | * Draft of Data Flow Diagram | 3/15/16 | 70% | On Schedule | | * Draft of ERD | 3/18/16 | 70% | On Schedule | | * Draft of Data Dictionary | 3/21/16 | 90% | On Schedule | | Milestone 2 | | | | | * Context Flow Diagram | 3/13/16 | 100% | On Schedule | | * Data Flow Diagram | 3/17/16 | 100% | On Schedule | | * Entity Relationship Diagram | 3/20/16 | 100% | On Schedule | | * Finalize Data Dictionary | 3/21/16 | 100% | On Schedule | | | |
| **Project impact of milestone success or failure for project remainder**   |  |  | | --- | --- | | Gathered information are used to identify how GPS works and it was used for the basis of event table and use cases. | The existing GPS was fully analyzed in the Event table and use cases. | | | |
| **Project** **Budget/Financial Status**   |  |  |  |  | | --- | --- | --- | --- | | Budget Item | Planned Budget | Actual Cost | Variance/Explanation | | N/A | N/A | N/A | N/A | | 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 | | Organizational and Cultural Feasibility   * Event Table * Use Case | Medium | High | Medium | Added update on both event table and use cases. | | Schedule Feasibility   * Project Schedule | Low | Low | Medium | We rushed to complete the requirements for the reason that we changed the project. | | | |
| **Project Issue Management Status**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Issue and Description | Project Impact | Target Due Date | Issue Status | Issue Resolution | | * Project Schedule | Low | 3/08/16 | Open | We still managed to pass all the requirements on time. Consultations to advisers is a big help. | | | |
| **Project Recommendations**   |  | | --- | | * Consultation with the advisers are important for guidance in the project and may resolve possible problems. | | | |
| **Objectives for Next Project Status Review**   |  | | --- | | Related project information for this project   * Event Table * Use Case Full Description * Use Case Diagram   http://projects2.apc.edu.ph/wiki/index.php/IPS | | | |
| **Related Project Information**   |  | | --- | | N/A | | | |



# PROJECT STATUS REPORT APPROVALS

**Prepared by**  Jana Marie Gardon

Project Manager

**Approved by** Mr. Paolo Oblepias

Project Advisor

Ms. Maria Teresa Montemayor

Project Advisor

Ms. Roselle Wednesday Gardon

Project Advisor

Mr. Jojo Castillo

Project Advisor





**Project Status Report**



**Project Name:** IPS Project

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

**Focus Area:**

**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** |
| 2.0 | 03/10/16 | Jana Marie Gardon  Johanna Marisse Heramia | Develop Context Diagram |
| 2.0 | 03/15/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | Develop Data Flow Diagram |
| 2.0 | 03/18/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | Develop Entity Relationship Diagram |
| 2.0 | 03/21/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | Develop Data Dictionary |

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# PROJECT STATUS REPORT TEMPLATE

## Project Status Report Details

This status report focuses on developing context diagram, developing Data flow diagram, developing Entity Relationship Diagram and developing Data Dictionary based on the existing processes of GPS.

* Project Analyzing
  + Developing requirements. (CFD, DFD, ERD, and Data Dictionary)
* On the third week developing are made.
* Issue Report – Changing requirements because of changing the client

## Project Status Report Template

|  |  |  |
| --- | --- | --- |
| Project Name | | |
| Prepared by:  Johanna Marisse C. Heramia | Date:  **3/10/16** | Reporting Period:  3/10/16 to 3/21/16 |
| Project Overall Status:  Developing and finalizing requirements | | |
| Project Summary:  For this week, we develop and finalize the Context Diagram, Data Flow Diagram, Entity Relationship diagram and data dictionary. | | |
| **Milestone Deliverables performance reporting over last period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | | * Draft of Context Diagram | 3/10/16 | 75% | On Schedule | | * Draft of Data Flow Diagram | 3/15/16 | 70% | On Schedule | | * Draft of ERD | 3/18/16 | 70% | On Schedule | | * Draft of Data Dictionary | 3/21/16 | 90% | On Schedule | | Milestone 2 | | | | | * Finalize Context Diagram | 3/13/16 | 100% | On Schedule | | * Finalize Data Flow Diagram | 3/17/16 | 100% | On Schedule | | * Finalize ERD | 3/20/16 | 100% | On Schedule | | * Finalize Data Dictionary | 3/21/16 | 100% | On Schedule | | | |
| **Milestone Deliverables scheduled for completion over next period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 2 | | | | | * Draft of Activity Diagram | 3/24/16 | 55% | On Schedule | | * Draft of Activity List | 3/26/16 | 80% | On Schedule | | * Draft of WBS | 3/30/16 | 75% | On Schedule | | * Develop Wiki | 4/04/16 | 50% | On schedule | | * Draft of GUI | 4/11/16 | 90% | On schedule | |  | | | | | Milestone 2 | | | | | * Finalize Activity Diagram | 3/25/16 | 100% | On Schedule | | * Finalize Activity List | 3/26/16 | 100% | On Schedule | | * Finalize WBS | 4/2/16 | 100% | On Schedule | | * Finalize Wiki | 4/9/16 | 100% | On Schedule | | * Finalize GUI | 4/10/16 | 100% | On Schedule | | | |
| **Project impact of milestone success or failure for project remainder**   |  |  | | --- | --- | | This milestone is finalizing the Context Diagram, Data Flow Diagram, ERD, and Data Dictionary of proposed project | Project is all on schedule | | | |
| **Project Issue Management Status**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Issue and Description** | **Project Impact** | **Target Due Date** | **Issue Status** | **Issue Resolution** | | Changing Project | High | 3/21/16 | Closed | Found a client | | | |
| **Objectives for Next Project Status Review**   |  | | --- | | Develop the needed requirements. | | | |
| **Related Project Information**   |  | | --- | | * Context Flow Diagram * Data Flow Diagram * Entity relationship Diagram * Data Dictionary | | | |



# PROJECT STATUS REPORT APPROVALS

**Prepared by**  Jana Marie Gardon

Project Manager

**Approved by** Mr. Paolo Oblepias

Project Advisor

Ms. Maria Teresa Montemayor

Project Advisor

Ms. Roselle Wednesday Gardon

Project Advisor

Mr. Jojo Castillo

Project Advisor





**Project Status Report**



**Project Name:** IPS Project

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

**Focus Area:**

**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** |
| 2.0 | 3/22/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | Develop Activity Diagram |
| 2.0 | 3/25/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | Develop Activity List |
| 2.0 | 3/27/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | Develop WBS |
| 2.0 | 3/31/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | Finalize Wiki |
| 2.0 | 4/5/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | Develop GUI |

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# PROJECT STATUS REPORT TEMPLATE

## Project Status Report Details

This status report focuses on developing context diagram, developing Data flow diagram, developing Entity Relationship Diagram and developing Data Dictionary based on the existing processes of GPS.

* Project Analyzing
  + Developing requirements. (Activity Diagram, Activity List, WBS, Wiki, and GUI)
* On the fourth week developing are made.
* Issue Report – Changing requirements because of different existing GPS system

## Project Status Report Template

|  |  |  |
| --- | --- | --- |
| Project Name | | |
| Prepared by:  Jose Lorenzo G. Tadeo | Date:  **3/22/16** | Reporting Period:  3/22/16 to 4/10/16 |
| Project Overall Status:  Developing and finalizing requirements | | |
| Project Summary:  For this week, we develop and finalize the Activity Diagram, Activity List, WBS and GUI. | | |
| **Milestone Deliverables performance reporting over last period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | | * Draft of Activity Diagram | 3/24/16 | 55% | On Schedule | | * Draft of Activity List | 3/26/16 | 80% | Ahead of Schedule | | * Draft of WBS | 3/30/16 | 75% | On Schedule | | * Develop Wiki | 4/04/16 | 50% | On Schedule | | * Draft of GUI | 4/11/16 | 90% | On Schedule | | Milestone 2 | | | | | * Finalize Activity Diagram | 3/25/16 | 100% | On Schedule | | * Finalize Activity List | 3/26/16 | 100% | On Schedule | | * Finalize WBS | 4/02/16 | 100% | On Schedule | | * Finalize Wiki | 4/04/16 | 100% | On Schedule | | * Finalize GUI | 4/10/16 | 100% | On Schedule | | | |
| **Project impact of milestone success or failure for project remainder**   |  |  | | --- | --- | | This milestone is finalizing the Activity Diagram, Activity List, WBS, Wiki and creating screenshots of proposed project | Project is all on schedule | | | |
| **Project** **Budget/Financial Status**   |  |  |  |  | | --- | --- | --- | --- | | **Budget Item** | **Planned Budget** | **Actual Cost** | **Variance/Explanation** | | N/A |  |  |  | | N/A |  |  |  | | | |
| **Project Issue Management Status**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Issue and Description** | **Project Impact** | **Target Due Date** | **Issue Status** | **Issue Resolution** | | Changing Requirements   * Activity Diagram | Low | 3/25/16 | Closed | Separate the user and admin activity flow | | | |
| **Related Project Information**   |  | | --- | | * Activity Diagram * Activity List * WBS * Wiki * GUI | | | |



# PROJECT STATUS REPORT APPROVALS

**Prepared by**  Jana Marie Gardon

Project Manager

**Approved by** Mr. Paolo Oblepias

Project Advisor

Ms. Maria Teresa Montemayor

Project Advisor

Ms. Roselle Wednesday Gardon

Project Advisor

Mr. Jojo Castillo

Project Advisor

