

**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 | 07/08/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | * Erd, Component Diagram, Use Case Full Description, Activity, Object, Class and Communication Diagram for consulation |
| 2.0 | 07/10/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | * Deployment, Timing, State Machine, Composite Diagram and Use Case Full Description for consultation |
| 1.0 | 07/11/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | * Draft for Composite Diagram * Consultation |
| 3.0 | 07/12/16 | Johanna Marisse Heramia | * Activity List * Data Dictionary |
| 1.0 | 07/13/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | * Consultation * Draft of Class, Communication, ERD, Deployment, Component, Object, Sequence, and Interaction Diagram * Use Case Full Description * Event Table * DFD |
| 1.0 | 07/15/16 | Jana Marie Gardon  Johanna Marisse Heramia  Jose Lorenzo Tadeo | * Finalize DFD lvl 0 * Update Wiki * Finalize Timing Diagram * Finalize Data Dictionary |
| 1.0 | 07/16/16 | Johanna Marisse Heramia | * Update Event Table in wiki * Update Use Case Full Description in wiki * Update activity, timing, sequence, cfd, and use case diagram in wiki |
| 1.0 | 07/16/16 | Jana Marie Gardon | * Interaction Diagram * Update Wiki * Finalize State Machine Diagram |

**TABLE OF CONTENTS**

[1 PROJECT STATUS REPORT PURPOSE 3](#_Toc77392557)

[2 PROJECT STATUS REPORT TEMPLATE 3](#_Toc77392558)

[2.1 Project Status Report Details 3](#_Toc77392559)

[2.2 Project Status Report Template 3](#_Toc77392560)

[3 PROJECT STATUS REPORT APPROVALS 3](#_Toc77392561)

[4 APPENDICES 3](#_Toc77392562)

[4.1 Document Guidelines 3](#_Toc77392563)

[4.2 Project Status Report Sections Omitted 3](#_Toc77392564)

# 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 Event Table, Use Case Full Description, and Diagrams to be presented on midterms. Final diagrams (Class, Object, Communication, State, Timing, Deployment, Package, Component, Activity, Communication, Composite, Deployment, Interaction Overview, Sequence, and Use Case Diagram)

* Diagrams
* Use case full description
* Event Table
* 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:  **07/08/16** | Reporting Period:  07/08/16 to 07/17/16 |
| Project Overall Status:  Finalized diagrams, Use Case Full Description and Event Table. | | |
| Project Summary:  Final UML Diagrams (Class, Object, Communication, State, Timing, Deployment, Package, Component, Activity, Communication, Composite, Deployment, Interaction Overview, Sequence, and Use Case Diagram), Event Table and Use Case Full Description. | | |
| **Milestone Deliverables performance reporting over last period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | | * Draft of UML Diagrams, Event Table, and Use Case Full Description for consultation | 7/02/16 | 80% | On Schedule | | * Activity List and Data Dictionary | 7/11/16 | 100% | On Schedule | | * Consultation | 7/13/16 | 100% | On Schedule | | Milestone 2 | | | | | * Update wiki | 7/15/16 | 60% | On Schedule | | * Final Event Table, Use Case Full Description | 7/16/16 | 100% | On Schedule | | * Final UML Diagrams | 07/17/16 | 100% | On Schedule | | | |
| **Milestone Deliverables scheduled for completion over next period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | | * Project Prototype |  | 50% | Above Schedule | | Milestone 2 | | | | | * Consultation |  | 50% | On Schedule | | | |
| **Project impact of milestone success or failure for project remainder**   |  |  | | --- | --- | | Event tables, use cases and diagrams are used to identify the processes, states and classes use for the system. | 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** | | * Diagrams * Use Case Full Description | High | 07/17/16 | Close | Consult with the adviser | | | |
| **Project Recommendations**   |  | | --- | | * Event Table, Use Cases and Diagram are a big help to understand the process of the system. * Consultation with the advisers are important for guidance in the project and may resolve possible problems. | | | |
| **Objectives for Next Project Status Review**  Project Prototype | | |
| **Related Project Information**   |  | | --- | | . Event Table, Use Cases and UML Diagrams | | | |



# PROJECT STATUS REPORT APPROVALS

**Prepared by**  Jana Marie Gardon

Project Manager

**Approved by** Ms. Roselle Wednesday Gardon

Project Advisor

Johanna Joy Limos

Consultant Sponsor