



# Project Status Report

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**Project Name:** Student Activities Management System

**Department:** Student Activities Office

**Focus Area:** Manila, Philippines

**Product/Process:** Document Library Management System

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**Prepared By:**

Document Owner(s)	Project/Organization Role
John Kenneth Ferrer	Project Manager
Chamber Jose	Project Developer
Rempson Dulitin	Project Developer

## Project Status Report Version Control

Version	Date	Author	Change Description
1.2	10/04/2016	John Kenneth Ferrer Chamber Jose Rempson Dulitin	IBM Bluemix Walkthrough and Testing
1.0	10/06/2016	Chamber Jose	Finished new Database Layouts and Design
1.0	10/07/2016	Chamber Jose	Updated Projects2 Wiki Page for MCSPROJ
1.0	10/08/2016	Chamber Jose	Created a new System testing prototype for debugging

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**Confidential**

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## 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.

## 2 PROJECT STATUS REPORT TEMPLATE

### 2.1 Project Status Report Details

As we interview our client, we suggest a new user in our system which involve the Student Affair Head and Adviser. Because we want to make sure that all the process of the documents will be monitored by the administrator and the organization.

### 2.2 Project Status Report Templates

Project Name			
Prepared By: Chamber Jose	Date: October 8, 2016	Reporting Period: October 3, 2016 to October 8, 2016	
Project Overall Status: The technical issues stated from the last progress report are being solved gradually. All that's left is to have our solutions consulted with our consultant for further revisions that they may require and to implement those solution in our system			
Project Summary: The system is almost complete and we're still working on some technicalities on the system to add some new features and to provide better system operation			
<b>Milestone Deliverables performance reporting over last period</b>			
Milestone Deliverables	Due Date	% Completed	Deliverable Status
Milestone 1			
• Project Consultation	10/11/2016	20%	On Schedule
<b>Project impact of milestone success or failure for project remainder</b>			
Technical issue(s) resolution		Some part of the problems will be solved by the Project Team where some issues may require consultation with the team's consultants and adviser for resolution	

**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 Availability	Medium	High	High	
Technical Issues	High	High	High	

**Project Issue Management Status**

Issue and Description	Project Impact	Target Due Date	Issue Status	Issue Resolution
Familiarization on Cobalt Framework	High	10/11/2016	Open	Must consult Sir JV Roig

**Project Recommendations**

We must need to take consideration of having a consultation with the framework developer to be more familiarized and knowledgeable on the overall functionalities and operations of the framework. Moreover, putting urgent attention on the resolution of the technical issues is also important in this project because we only have limited time to finish the project and this problems can affect the overall operation of the system

**Objectives for Next Project Status Review**

Remaining project issues should at least be fully solved and the team should be more familiar of using the web development framework

- N/A

**Related Project Information**

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### 3 PROJECT STATUS REPORT APPROVALS

Prepared by \_\_\_\_\_  
John Kenneth H. Ferrer  
**Project Manager**

Approved by \_\_\_\_\_  
Mr. Jacob Catayoc  
**Project Advisor**

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Ms. Roselle Wednesday L. Gardon  
**Project Consultant**

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## **4 APPENDICES**

### **4.1 Document Guidelines**

### **4.2 Project Status Report Sections Omitted**

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