

**Project Status Report**



**Project Name:** Bus Ticketing System

**Department:** Sales Department

**Focus Area:** Ticketing & Reservation

**Product/Process:** Trip Schedule and Accommodation



**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** |
| 1.0 | 01/25/16 | John Kenneth Ferrer | Budget Breakdown |
| 1.0 | 01/29/16 | John Kenneth Ferrer | Client Interview |
| 1.0 | 02/02/16 | Chamber Jose | Signed Project Adviser Request Form |
| 1.0 | 02/09/16 | Chamber Jose | Event Table |
| 1.0 | 03/08/16 | Rempson Dulitin | Use Case |
| 1.0 | 03/09/16 | Rempson Dulitin | Data Dictionary |

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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 REPORT TEMPLATE

## Project Status Report Details

Bus Ticketing System is developed to contribute improvements to Bus Companies' transactions management. This management system allows the companies' clients to reserve seat / ticket, check for schedule and manage payment transaction. The project aims to increase the efficiency and productivity of its sales department. Now that Event Table, Use Case Diagram and Entity Relationship Diagram were created, we move on to creating Data Flow Diagram, Context Flow Diagram, Use Case Full Description and Data Dictionary.

## Project Status Report Template

|  |  |  |
| --- | --- | --- |
| Project Name | | |
| Prepared By:  John Kenneth Ferrer | Date:  03/15/16 | Reporting Period:  03/15/16 to 03/18/16 |
| Project Overall Status:  The project status is determined by the completion of each milestone and the time of completion. The deliverable status is good but not fully completed except the project adviser request form and event table because of some complication on communicating the client. | | |
| Project Summary: The project fell slightly because we need to ensure that the client will give the information we need. The first version of the Diagrams and Event Table was created and to be revised in the future. The target milestones to be completed in the first week were achieved, although there was a risk. | | |
| **Milestone Deliverables performance reporting over last period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | | * Project Adviser Request Form | 01/28/16 | 100% | Ahead of Schedule | | * Event Table | 02/09/16 | 80% | On Schedule | | * Entity Relation Diagram | 03/03/16 | 90% | On Schedule | | * Use Case Diagram | 03/08/16 | 85% | On Schedule | | * Use Case Full Description | 03/08/16 | 85% | On Schedule | | * Data Flow Diagram | 03/08/16 | 80% | On Schedule | | | |
| **Milestone Deliverables scheduled for completion over next period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | | * Event Table | 03/14/16 | 100% | On Schedule | | * Use Case Diagram | 03/22/16 | 90% | On Schedule | | * Data Flow Diagram | 03/22/16 | 85% | On Schedule | | | |
| **Project impact of milestone success or failure for project remainder**   |  |  | | --- | --- | | The client took a lot of time to process the document and information we need. | As the project goes on , there are things should be consider in able the system and website will be implemented in the company | | | |
| **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 is busy for interview | High | High | High |  | | * Unable to consult on some of our project advisers | Medium | Medium | Medium |  | | | |
| **Project Issue Management Status**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Issue and Description** | **Project Impact** | **Target Due Date** | **Issue Status** | **Issue Resolution** | | * Unable to communicate with client | High | 02/29/16 | Open | Find the client time availability | | | |
| **Project Recommendations**   |  | | --- | | * The project will be completed and be ready for presentation on time if there would be no delays on any more milestones. The first client interview only covered the business process of the company and is still not clear to the developers, the quality of the diagrams and the tables are dependent on the knowledge of the developers on their client. So in order to create quality project deliverables, the developers must further understand the process and work flow of the company. With that being said, the first versions of the diagrams and tables were still below quality levels because of lack of knowledge. Further study and research on the client will greatly increase the quality of the diagrams and tables’ outcome. The second interview must answer all of the questions that formed while creating the first stage of the diagrams and tables. The developers are carefully managing project risks that are taken, so that it would have a higher chance of being successful. The completion of this project heavily relies on time management and communication between the developers and their client. | | | |
| **Objectives for Next Project Status Review**   |  | | --- | | The second, detailed, interview with the client must be done. A more detailed and thoroughly explained event table will be finished. Revised Event Table, Use Case Diagram, and Use Case Full Description, creation of Data Flow Diagram (DFD), Context Flow Diagram (CFD), Entity Relationship Diagram (ERD) and Data Dictionary. | | | |
| **Related Project Information**   |  | | --- | | * N/A | | | |



# PROJECT STATUS REPORT APPROVALS

**Prepared by** John Kenneth H. Ferrer .

Project Manager

**Approved by** Ms. Rhea-Luz Valbuena .

Project Adviser

Mr. Ernesto Boydon .

Project Adviser

Mr. Jacob Catayoc .

Project Advisor

Ms. Roselle Wednesday Gardon .

Project Advisor

Mr. Jayvee Cabardo .

Project Advisor

Ms. Maria Teresa Carmela Montemayor .

Project Advisor



# APPENDICES

## Document Guidelines

## Project Status Report Sections Omitted

