Project Status Report

Project Name: Housekeeping Task-sheet

Department: Information Technology

Focus Area:

Product/Process: Cleaning sequence

Prepared By:

Document Owner(s)	Project/Organization Role
Charles Crisostomo	Project Manager
Aldrian Benedicto	Project Analyst
Miggie Rodriguez	Project Developer
Justine De Guzman	Project Developer
Charles Baylon	Project Developer

Project Status Report Version Control

Version	Date	Author	Change Description
1.0	09/24/2017	Crisostomo, Charles	Status report document created
1.0	09/24/2017	Housekeeping Team	• Project Diagrams (Class, Object, Communication) created

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1 PROJECT STATUS REPORT PURPOSE

The Project Status Report is created to fulfill the requirement for CSPROJ (Applied Project) under Mr. Manuel Sanchez

2 PROJECT STATUS REPORT TEMPLATE

2.1 Project Status Report Details

o **Project Description**

In order for the group to create an automated task sheet system, the group must know and understand the current housekeeping procedures. The main purpose of the proposed system is to provide the client a better and faster to accomplish task. Having said the proposed system of the group's project it would be efficient as well as the consuming of paper will be lessen. The housekeeping operatives will be able to login using a QR (Quick Response) code which is faster than before and they can able to report to the manager and supervisor without a hassle.

o **Milestone Deliverables**

• Project Diagrams (Class, Object, and Communication) created.

2.2 Project Status Report Template

Project Name			
Prepared By: Crisostomo, Charles	Date: 09/24/2017		Reporting Period: **09/21/2017** to **09/25/2017**
Project Overall Status: The project is still on going.			
Project Summary: The project/system does not have a database yet.			
Milestone Deliverables performance reporting over last period			
Milestone Deliverables	**Due Date**	**% Completed**	**Deliverable Status**
Milestone 1			
• Progress report	09/25/2017	100%	On schedule
• Diagrams (Class, Object, Communication)	09/25/2017	100%	On schedule

Project impact of milestone success or failure for project remainder	
If the diagrams was not created on time and submitted, it will be added to the deliverable for the next milestones and it will take time which can cause the development of the project to be delayed.	Submission will be delayed.

Project Recommendations

- Always go to the advisor to have better knowledge on the development.
- Submit all requirements on time whether it is correct or not.

Objectives for Next Project Status Review

Create the system running smoothly and error free.

Related Project Information

None

3   PROJECT STATUS REPORT APPROVALS

Prepared by   _Charles Crisostemo_   09/25/17
Project Manager

Approved by   _____   9/25/17
Project Advisor