



Project Status Report

Project Name: Housekeeping Task-sheet

Department: Information Technology

Focus Area:

Product/Process:

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	11/13/2017	Charles Crisostomo	Project Status Report 7 created
1.0	11/14/2017	Charles Crisostomo Aldrian Benedicto Miggie Rodriguez Justine De Guzman Charles Baylon	<ul style="list-style-type: none">Created new Application using SQLite as databaseRevised Activity DiagramReview Related LiteratureFix dates of progress reports

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Project Status Report 7

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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

This status report focuses on the variations needed to be made to the documentation from the previous term of project based learning.

- Update Documentation
 - For the group to create an automated time monitoring 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 lessened. 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.
 - Create new application, Revise Activity Diagram, Review Related Literature.
 - Revision of document

2.2 Project Status Report Template

Project Name		
Prepared By: Charles Crisostomo	Date: 11/14/2017	Reporting Period: 11/13/2017 to 11/20/2017
Project Overall Status: The documentation of the project is being changed by the new update of the client and prototype is still on development and several diagrams.		
Project Summary: The team will revise all diagrams and the mobile application and documentation and for the project manager, will be creating a new application		

Milestone Deliverables performance reporting over last period

Milestone Deliverables	Due Date	% Completed	Deliverable Status
Milestone 1			
• Create new application	12/21/2017	10%	[Behind Schedule]
• Revise Activity Diagram	12/21/2017	50%	[Behind Schedule]
• Review Related Literature	12/21/2017	40%	[Behind Schedule]
Milestone 2			
• Application with SQLite Database	12/21/2017	0%	[Behind Schedule]
• Fixed dates of progress reports	12/21/2017	100%	[Behind Schedule]

Milestone Deliverables scheduled for completion over next period

Milestone Deliverables	Due Date	% Completed	Deliverable Status
Milestone 1			
• Advise from project Adviser	11/22/2017	0%	[Behind Schedule]

Project Budget/Financial Status

Budget Item	Planned Budget	Actual Cost	Variance/Explanation
Printing	100	75	For printing of this document

Project Recommendations

<ul style="list-style-type: none"> Budget report summary Subject record report Scope change report Project work plan
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3 PROJECT STATUS REPORT APPROVALS

Prepared by Charles Constantino
Project Manager

Approved by Jayvee Cabardo 11/21/17
Project Advisor

Client Sponsor

3 APPENDICES

3.1 Document Guidelines

3.2 Project Status Report Sections Omitted
