Project Status Report

Project Name: Hotel Service Recovery Report System

Department: SoCIT

Focus Area: Hotels and Convention

Product/Process: Re-direction of Service and Generating Report

Prepared By:

Document Owner(s)	Project/Organization Role
John Rafael Furuya	Project Manager
Orly Chavez	Project Developer
Reinan Meer	Project Developer
John Neil Borlongan	Project Developer
Ralph Noelle Bonifacio	Project Developer
Francis Dodi Peralta	Project Developer

Project Status Report Version Control

Version	Date	Author	Change Description
1.0	11/9/17	John Rafael Furuya, Orly Chavez, Reinan Meer, Ralph Noel Bonifacio, Francis Dodi Peralta, John Neil Borlongan	• Another Revision for the diagrams to make it more consistent to the document:
1.0	11/09/17	John Rafael Furuya, Orly Chavez, Reinan Meer, Ralph Noel Bonifacio, Francis Dodi	• Creation of user manual •

		Peralta, John Neil Borlongan	
1.0	11/09/17	John Rafael Furuya, Orly Chavez, Reinan Meer, Ralph Noel Bonifacio, Francis Dodi Peralta, John Neil Borlongan	• Group meeting • Consultation with project adviser

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1 PROJECT STATUS REPORT PURPOSE

This project Status Report is a document that will help to track down the changes of the group's documents, for further improvement of the project, report the status of their project to client, professors and whoever needs it.

2 PROJECT STATUS REPORT TEMPLATE

2.1 Project Status Report Details

This project status report details focus and give details to the weekly status, requirements and deliverable of the team.

- On Progress
  - Web Application
  - Finalization of document
  - Diagrams
- Risk Management Report – Improvement on the User Experience of the website for better interaction with the user.
- Issue Management Status – Connecting and displaying the Graphs and charts of the system.
- Project Recommendations – Continuous consultation with the field expert .

2.2 Project Status Report Template

Project Name		
Prepared By: John Rafael Furuya	Date: 11/09/17	Reporting Period: **11/07/17** to **11/13/17**
Project Overall Status: The Project is still in the process of designing together with finalization of project documentations. Project manual was also started.		
Project Summary: The team is slowly designing the system to make sure that it will fit to the needs of the system. They were also looking an alternative to easily implements some function such as report and the project manual was also started.		
Milestone Deliverables performance reporting over last period		

Milestone Deliverables	Due Date	% Completed	Deliverable Status
Milestone 1			

• Group Meeting	11/02/17	100%	On schedule	
• Consultation with Project adviser	11/02/17	100%	On Schedule	
Milestone 2				
• Good User Interface	10/02/17	70%	On Schedule	
• 80% Working System	10/02/17	60%	On Schedule	

Milestone Deliverables scheduled for completion over next period

Milestone Deliverables	Due Date	% Completed	Deliverable Status
Milestone 1			
• 80% Functioning System	11/02/17	50%	On Schedule

Project impact of milestone success or failure for project remainder

Proper user interface for the potential user.	

Project Risk Management Status

Risk and Description	Risk Chance	Risk Impact	Risk Priority	Change from Last Review
• User Experience not as smooth as intended	High	High	High	Currently, filling up the system's form isn't really that quick

Project Issue Management Status

Issue and Description	Project Impact	Target Due Date	Issue Status	Issue Resolution
• Graphs and charts For dashboard.	High	11/16/17	High	Third party extension to generate charts and graphs.

Project Recommendations

- Continues advice from the field expert.
- Better UI(User Interface) and UX (User Experience)

Objectives for Next Project Status Review

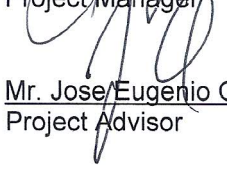The next project status report should focus more on the design of the system.

Related Project Information

N/A

3 PROJECT STATUS REPORT APPROVALS

Prepared by   John Rafael Furuya
Project Manager

Approved by   Mr. Jose Eugenio Quesada
Project Advisor

11/20/2017

4   APPENDICES

4.1   Document Guidelines

4.2   Project Status Report Sections Omitted