



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	11/16/17	John Rafael Furuya, Orly Chavez, Reinan Meer, Ralph Noel Bonifacio, Francis Dodi Peralta, John Neil Borlongan	<ul style="list-style-type: none">Studying Power BI (Report Generating Software)
1.0	11/16/17	John Rafael Furuya, Orly Chavez, Reinan Meer, Ralph Noel Bonifacio, Francis Dodi	<ul style="list-style-type: none">Merging with the Escalation System is still in progress

Confidential

Project Status Report Week9.docx

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		Peralta, John Neil Borlongan	
1.0	11/16/17	John Rafael Furuya, Orly Chavez, Reinan Meer, Ralph Noel Bonifacio, Francis Dodi Peralta, John Neil Borlongan	<ul style="list-style-type: none">• 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 Web application form for faster request.
- Project Recommendations – Continuous consultation with the field expert .

2.2 Project Status Report Template

Project Name			
Prepared By: John Rafael Furuya	Date: 11/16/17	Reporting Period: 11/14/17 to 11/20/17	
Project Overall Status: Report feature of the system is still in continuous development together with the design and functionality improvement.			
Project Summary: In the process of studying and integrating Power BI to the system. Continuous development for the system and site's features.			
Milestone Deliverables performance reporting over last period			
Milestone Deliverables	Due Date	% Completed	Deliverable Status
Milestone 1			
• Group Meeting	11/09/17	100%	On schedule

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• Consultation with Project adviser	11/09/17	100%	On Schedule	
Milestone 2				
• Finalization of Documents	11/09/17	70%	On Schedule	
• 80% Working System	11/09/17	60%	On Schedule	
Milestone Deliverables scheduled for completion over next period				
Milestone Deliverables	Due Date	% Completed	Deliverable Status	
Milestone 1				
• 90% to 100% Functioning System	11/23/17	50%	On Schedule	
Project impact of milestone success or failure for project remainder				
Report generating tool.				
Project Risk Management Status				
Risk and Description	Risk Chance	Risk Impact	Risk Priority	Change from Last Review
• User Experience	High	High	High	Should have a good interaction between the system and the user.
Project Issue Management Status				
Issue and Description	Project Impact	Target Due Date	Issue Status	Issue Resolution
• Exporting report generated.	High	High	High	Add a button that will automatically print then export it to pdf.
Project Recommendations				
<ul style="list-style-type: none"> Continues advice from the field expert Better and more precise features. 				

Objectives for Next Project Status Review

The next project status report should focus more on the additional features, report and documentation.

Related Project Information

N/A

3 PROJECT STATUS REPORT APPROVALS

Prepared by John Rafael Furiya
Project Manager

Approved by Mr. Jose Eugenio Quesada
Project Advisor

4 APPENDICES

4.1 Document Guidelines

4.2 Project Status Report Sections Omitted