



# Project Status Report

**Project Name:** Hotel Service Request and 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	Projects Manager
Orly Chavez	Project Developer
Reinan Meer	Project Developer
John Neil Borlongan	Project Developer
Ralph Noel Bonifacio	Project Developer
Francis Dodi Peralta	Project Developer

## Project Status Report Version Control

Version	Date	Author	Change Description
1.0	09-18-17	Furya, John Rafael Chavez, Orly Meer, Reinan Borlongan, Neil Bonifacio, Ralph Noel Peralta, Francis Dodi	<ul style="list-style-type: none"><li>Group meeting</li></ul>
1.0	09-21-17	Furya, John Rafael Chavez, Orly Meer, Reinan Borlongan, Neil Bonifacio, Ralph Noel Peralta, Francis Dodi	Created <ul style="list-style-type: none"><li>Object Diagram</li><li>Class Diagram</li><li>Communication Diagram</li></ul>

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Project Status Report-week1

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1.2	09-21-17	Furya, John Rafael Chavez, Orly Meer, Reinan Borlongan, Neil Bonifacio, Ralph Noel Peralta, Francis Dodi	Submitted forms to Sir. Manuel Sanchez <ul style="list-style-type: none"><li>• Project Adviser Request Form</li><li>• Project Consultant Request Form</li></ul>

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# 1 PROJECT STATUS REPORT PURPOSE

The project Status Report is a document that will help to track down the changes of the document, for further improvement of the project. The status report of the project will be useful to client, professors and whoever needs it.

## 2 PROJECT STATUS REPORT TEMPLATE

### 2.1 Project Status Report Details

- Project documentation, proof-reading
- Weekly Consultation with Project Adviser and consultant.

### 2.2 Project Status Report Template

Project Name			
Prepared by: John Rafael Furuya	Date: [09/23/17]	Reporting Period: [09/18/17] to [09/23/17]	
Project Overall Status: Project prototype is working but needs to be improved.			
Project Summary: Initial project diagrams were created, but still requires a lot of revisions especially in the UML diagrams. Some loopholes and weakness of the project were analyzed.			
Milestone Deliverables scheduled for completion over last period			
Milestone Deliverables	Due Date	% Completed	Deliverable Status
Milestone 1			
• Group meeting	9/23/17	100%	On Schedule
• Consultation with project adviser	9/23/17	100%	On Schedule
•			
Milestone 2			
• Object Diagram (Draft)	9/25/17	100%	On Schedule
• Class Diagram (Draft)	9/25/17	60%	On Schedule

• Communication Diagram (Draft)	9/25/17	70%	On Schedule
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**Project impact of milestone success or failure for project remainder**

The finalization of drafts for Object Diagram, Class Diagram and Communication Diagram	[Replace this text with a brief description of any changes to the project schedule required as a result of the amended milestone(s).]
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**Project Budget/Financial Status**

Budget Item	Planned Budget	Actual Cost	Variance/Explanation
N/A			
N/A			

**Project Risk Management Status**

Risk and Description	Risk Chance	Risk Impact	Risk Priority	Change from Last Review
N/A				
N/A				

**Project Issue Management Status**

Issue and Description	Project Impact	Target Due Date	Issue Status	Issue Resolution
N/A				
N/A				

**Project Recommendations**



Consultation with Project adviser and Consultant are important for guidance and further improvement.

**Objectives for Next Project Status Review**

Finalized the Diagrams for the Midterm defense.

**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

Client Sponsor

## **4 APPENDICES**

### **4.1 Document Guidelines**

### **4.2 Project Status Report Sections Omitted**

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