

**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 | 10/02/17 | John Rafael Furuya, Orly Chavez, Reinan Meer, Ralph Noel Bonifacio, Francis Dodi Peralta, John Neil Borlongan | Revisions for the ff:   * Timing Diagram * State Diagram * Deployment Diagram * Component Diagram * Package Diagram * Structure Diagram * Interaction Overview Diagram |
| 1.0 | 10/04/17 | John Rafael Furuya, Orly Chavez, Reinan Meer, Ralph Noel Bonifacio, Francis Dodi Peralta, John Neil Borlongan | * Revised the data container for the website forms * Drafting of the vision and scope of the project. * Enhancement of the project docuementation. |
| 1.0 | 10/05/17 | John Rafael Furuya, Orly Chavez, Reinan Meer, Ralph Noel Bonifacio, Francis Dodi Peralta, John Neil Borlongan | * Preparation for the client meeting on October 10, 2017. * Questions were prepared for the clarification of the system, |

**TABLE OF CONTENTS**

[1 PROJECT STATUS REPORT PURPOSE](#_Toc77392557) 4

[2 PROJECT STATUS REPORT TEMPLATE](#_Toc77392558) 4

[2.1 Project Status Report Details](#_Toc77392559) 4

[2.2 Project Status Report Template](#_Toc77392560) 4

[3 PROJECT STATUS REPORT APPROVALS](#_Toc77392561) 7

[4 APPENDICES](#_Toc77392562) 8

[4.1 Document Guidelines](#_Toc77392563) 8

[4.2 Project Status Report Sections Omitted](#_Toc77392564) 8

# 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.



# PROJECT STATUS REPORT TEMPLATE

## 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 – Connection of system’s web application to escalation management’s mobile application.
* Issues Report – Current features might be different from client’s desired plan.
* Project Recommendations – Consultation to other web developers.

## Project Status Report Template

|  |  |  |
| --- | --- | --- |
| Project Name | | |
| Prepared By:  John Rafael Furuya | Date:  10/05/17 | Reporting Period:  10/02/17 to 10/08/17 |
| Project Overall Status:  Final review for the diagrams were made. The team is starting to implement the connection of the system to the other module which is the escalation management. | | |
| Project Summary:  The team is continuously developing the website, as this goes on, different problems arise. The team see to it that each problem is resolved. | | |
| **Milestone Deliverables performance reporting over last period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | | * Group Meeting | 10/02/17 | 100% | On schedule | |  |  |  |  | | * Consultation with Project adviser | 10/05/17 | 100% | On Schedule | | Milestone 2 | | | | | * Revised State Diagram | 10/02/17 | 100% | On Schedule | | * Revised Timing Diagram | 10/02/17 | 100% | On Schedule | | * Revised Deployment Diagram | 10/03/17 | 100% | On Schedule | | * Revised Component Diagram | 10/02/17 | 100% | On Schedule | | * Revised Package Diagram | 10/03/17 | 100% | On Schedule | | * Revised Structure Diagram | 10/03/17 | 100% | On Schedule | | * Revised Interaction Overview Diagram | 10/0317 | 100% | On Schedule | | | |
| **Milestone Deliverables scheduled for completion over next period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | | * Finalization of Diagrams | 10/16/17 | 10% | On Schedule | | * 1st iteration of the system | 10/12/17 | 10% | On Schedule | |  |  |  |  | | | |
| **Project impact of milestone success or failure for project remainder**   |  |  | | --- | --- | | Potential scope changes might have happened after meeting the client. |  | | | |
| **Project Risk Management Status**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Risk and Description** | **Risk Chance** | **Risk Impact** | **Risk Priority** | **Change from Last Review** | | * Connecting the mobile application of the escalation management to the project’s web application | High | High | High | Currently, the configurations from Yii still can’t fetch the data from the mobile application of the escalation management. | | | |
| **Project Issue Management Status**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Issue and Description** | **Project Impact** | **Target Due Date** | **Issue Status** | **Issue Resolution** | | * Some current features of the system might be different from the desired plan of the client | High | As soon as possible | Open | The system must be flexible as much as possible. | | | |
| **Project Recommendations**   |  | | --- | | * Consulting the website to other developers is a must, to help the team improve every feature it offers. * In preparation for the first iteration, the team must meet half of the client’s requirements so it wouldn’t be hard to continuously develop the system. | | | |
| **Objectives for Next Project Status Review**   |  | | --- | | The next project status review must focus to the system’s first iteration and further improvements. | | | |
| **Related Project Information**   |  | | --- | | N/A | | | |



# PROJECT STATUS REPORT APPROVALS

**Prepared by** John Rafael Furuya

Project Manager

**Approved by** Mr. Jose Eugenio Quesada

Project Advisor



# APPENDICES

## Document Guidelines

## Project Status Report Sections Omitted

2