

**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 | 10/18/17 | John Rafael Furuya, Orly Chavez, Reinan Meer, Ralph Noel Bonifacio, Francis Dodi Peralta, John Neil Borlongan | Continuous revisions for the ff:   * Diagrams * Documentations |
| 1.0 | 10/19/17 | John Rafael Furuya, Orly Chavez, Reinan Meer, Ralph Noel Bonifacio, Francis Dodi Peralta, John Neil Borlongan | * Add more detail and appealing design to the system. * Revision of SQL for precise report generating. |
| 1.0 | 10/19/17 | John Rafael Furuya, Orly Chavez, Reinan Meer, Ralph Noel Bonifacio, Francis Dodi Peralta, John Neil Borlongan | * Preparation for the upcoming midterm defense |

**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
  + Finalization of Diagrams
* Risk Management Report – Restful API to connect to Mobile app already running but still need some configuration.
* Issues Report – Report Design need more details.
* Project Recommendations – Consultation with system related experts.

## Project Status Report Template

|  |  |  |
| --- | --- | --- |
| Project Name | | |
| Prepared By:  John Rafael Furuya | Date:  10/19/17 | Reporting Period:  10/16/17 to 10/22/17 |
| Project Overall Status:  Most functions of the system were already working, design for the system were carefully placed. | | |
| Project Summary:  The team is continuously developing the web application, most of the site’s main function were already working and designs were carefully placed to make the site more appealing and user friendly. | | |
| **Milestone Deliverables performance reporting over last period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | | * Group Meeting | 10/16/17 | 100% | On schedule | |  |  |  |  | | * Consultation with Project adviser | 10/19/17 | 100% | On Schedule | | Milestone 2 | | | | | * Proper layout and design of the system | 10/19/17 | 100% | On Schedule | | * Report Deployment to Server | 10/19/17 | 100% | On Schedule | | * Restful API running | 10/19/17 | 100% | On Schedule | | | |
| **Milestone Deliverables scheduled for completion over next period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | | * Finalization of Diagrams for Midterm Defense | 10/29/17 | 60% | On Schedule | | * Finalization of Documentation for Midterm Defense | 10/29/17 | 70% | On Schedule | |  |  |  |  | | | |
| **Project impact of milestone success or failure for project remainder**   |  |  | | --- | --- | | Potential changes in database might happened in the long run as the development progresses. |  | | | |
| **Project Risk Management Status**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Risk and Description** | **Risk Chance** | **Risk Impact** | **Risk Priority** | **Change from Last Review** | | * Restful API configuration | High | High | High | Restful API to connect to mobile phone is already running but still need some configuration. | | | |
| **Project Issue Management Status**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Issue and Description** | **Project Impact** | **Target Due Date** | **Issue Status** | **Issue Resolution** | | * Report Design need more detailed and precise design. | High | As soon as possible | Open | The Report design should be pleasing to the eyes of the user. | | | |
| **Project Recommendations**   |  | | --- | | * Consult experts regarding the System. * In preparation for the midterm defense, the team must finalize the diagrams and documentations * System should be 70% working or onwards. | | | |
| **Objectives for Next Project Status Review**   |  | | --- | | The next project status report should focus to the system’s design and functionality. Report should be more precise. | | | |
| **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