

Project Status Report

Project Name: PNP Camp Crame Sports Center Reservation System

Department: School of Computing and Information Technologies

Focus Area: Reservation System

Product/Process: Reservation of Facilities

Prepared By:

Document Owner(s)	Project/Organization Role
Ramit, Jericho Marvin	Project Manager
Almuete, Mark Ferdinand	System Developer
Altea, Rollie	System Developer
Seagan, Kathleen	System Developer

Project Status Report Version Control

Version	Date	Author	Change Description		
1.0	1/24/17	Altea, Rollie	Statement of Work		
1.0	1/24/17	Seagan, Kathleen	Activity List		
1.1	1/25/17	Almuete, Mark Seagan, Kathleen	Gantt ChartWork Breakdown Schedule		
1.0	1/28/17	Ramit, Jericho	Designing of website		

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1 PROJECT STATUS REPORT PURPOSE

The Project Status Report is a document that Project Managers may use as a means of formal regular reporting on the status of a project to key project stakeholders, including the Steering Committee, Project Sponsor, and Senior Manager. The Project Status Report can be used to provide a documented history of the project. This can be applied to strengthen the lessons learned and to evaluate, review and learn from how the project succeeded and where it may have had difficulties.

Objectives of effective project status reporting include.

- Improve communication of information within the project and across the organization
- To create a record of the project progress
- Improve organizational support for the project
- To determine the improvement of the project

Simplify the process of gathering and disseminating project information

2 PROJECT STATUS REPORT TEMPLATE

2.1 Project Status Report Details

This status report focuses on gathering information about the system and starting to create the documentation.

- Documentation
 - Statement of work
 - Activity List
- CHART
 - o Gantt
 - Work Breakdown

2.2 Project Status Report Template

Project Name				
Prepared By:	Date:	Reporting Period:		
Ramit, Jericho Marvin M.	1/29/17	1/30/17 to 2/5/17		

Project Overall Status:

Creating the Statement of work and revising the Vision and Scope

Project Summary:

The project team doing the documents, requirements and they are also assigning tasks for each member in order to finish the requirements for the week and for the project.

Milestone Deliverables performance reporting over last period

Milestone Deliverables	Due Date	% Completed	Deliverable Status			
Milestone 1						
Statement of Work	1/25/17	100%	On Schedule			
Activity List	1/25/17	100%	On Schedule			
Group Meeting	1/27/17	100%	On Schedule			
Milestone 2						
Gantt Chart	1/25/17	100%	On Schedule			
• WBS	1/25/17	100%	On Schedule			
Designing Website	1/28/17	100%	On Schedule			

Milestone Deliverables scheduled for completion over next period

Milestone Deliverables		% Completed	Deliverable Status		
Milestone 1					
Project Cost and Estimation	2/1/17	70%	On Schedule		
Develop Charts (UML, Activity, ERD, etc)	2/3/17	50%	Ahead of Schedule		
Visit Client	2/4/17	50%	Ahead of Schedule		
Milestone 2					
Consult with adviser (Framework)	2/4/17	20%	On Schedule		

Project impact of milestone success or failure for project remainder

Creating Project Schedule for next week is used to identify what the project team needs to do. Also, giving tasks for each member can finish the project requirements on time.

Different ideas were being added to the system as we progress with the project.

Project Budget/Financial Status

Budget Item	Planned Budget	Actual Cost	Variance/Explanation
Printing	30	18	For Project Status Report

Project Risk Management Status

e Impact	Risk Priority	Change from Last Review
N/A	N/A	N/A
	•	

Project Issue Management Status

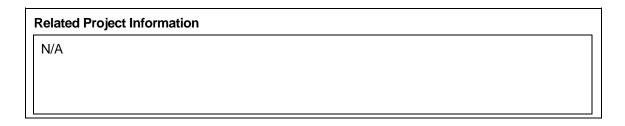
,				
Issue and Description	Project Impact	Target Due Date	Issue Status	Issue Resolution
Project Planning	High	2/17/17	Open	Create Project Schedule

Project Recommendations

The group should consult to their adviser, consultant and professor more often to
ensure that all documentation created by the group is right. Also, they should
communicate to their client more often with regards to the proposed project.

Objectives for Next Project Status Review

Complete all the requirements on time



3 PROJECT STATUS REPORT APPROVALS

Prepared by Jejicho Marvin M. Ram Project Manager

Approved by <u>Jacob Catayoc</u> Project Advisor