

**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 M. | Project Manager |
| Almuete, Mark Ferdinand | System Developer |
| Seagan, Kathleen G. | System Developer |

**Project Status Report Version Control**

|  |  |  |  |
| --- | --- | --- | --- |
| **Version** | **Date** | **Author** | **Change Description** |
| 1.0 | 12/13/16 | Almuete, Mark Ferdinand  Ramit, Jericho Marvin M.  Seagan, Kathleen G. | * Consult with adviser |
| 1.0 | 12/13/16 | Almuete, Mark Ferdinand  Ramit, Jericho Marvin M.  Seagan, Kathleen G. | * Finalize the documentation and diagrams |
| 1.0 | 12/14/16 | Almuete, Mark Ferdinand  Ramit, Jericho Marvin M.  Seagan, Kathleen G. | * Print Final Documentation |

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PROJECT STATUS REPORT PURPOSE

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.



# PROJECT STATUS REPORT TEMPLATE

## Project Status Report Details

This status report focuses on updating documentation, creating screen layout.

* Project Planning
  + Creating Screen Layout for the company.
* Regular consultation on adviser for project recommendation.

## Project Status Report Template

|  |  |  |
| --- | --- | --- |
| Project Name | | |
| Prepared By:  Jericho Marvin M. Ramit | Date:  12/04/16 | Reporting Period:  12/04/16 to 12/10/16 |
| Project Overall Status:  Updating diagrams, documentation and screen layout. | | |

|  |
| --- |
| Project Summary:  The project team doing UML Diagrams 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 | | | | | * Create Screen Layout | 11/30/16 | 80% | On Schedule | | Milestone 2 | | | | | * Consult with adviser | 12/02/16 | 100% | On Schedule | |
| **Milestone Deliverables scheduled for completion over next period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | | * Group Meeting | 12/12/16 | 0% | On Schedule | | * Consult with the adviser | 12/13/16 | 0% | On Schedule | | Milestone 2 | | | | | * Update UML Diagrams * Update Documentation | 12/14/16 | 80% | 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. | |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Project** **Budget/Financial Status**   |  |  |  |  | | --- | --- | --- | --- | | **Budget Item** | **Planned Budget** | **Actual Cost** | **Variance/Explanation** | |  |  |  |  | |
| **Project Risk Management Status**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Risk and Description** | **Risk Chance** | **Risk Impact** | **Risk Priority** | **Change from Last Review** | | N/A | N/A | N/A | N/A | N/A | |
| **Project Issue Management Status**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Issue and Description** | **Project Impact** | **Target Due Date** | **Issue Status** | **Issue Resolution** | | Have a meeting with the adviser and consultant | High | 10/11/16 | Closed | Meeting with the adviser and consultant | | Developing, Completing and analyzing the project requirements immediately | High | 10/10/16 | Closed | Project Meeting | |
| **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**   |  | | --- | | Update Diagrams, documentation and screen layout | |
| **Related Project Information**   |  | | --- | | N/A | |



# PROJECT STATUS REPORT APPROVALS

**Prepared by** Jericho Marvin M. Ramit

Project Manager

**Approved by** Ms. Roselle Wednesday Gardon

Project Advisor

