

**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 | Project Developer |
| Seagan, Kathleen G. | Project Developer |

**Project Status Report Version Control**

|  |  |  |  |
| --- | --- | --- | --- |
| **Version** | **Date** | **Author** | **Change Description** |
| 1.0 | 10/03/16 | Ramit, Jericho Marvin M.  Almuete, Mark Ferdinand  Seagan, Kathleen G. | * SWOT Analysis |
| 1.0 | 10/04/16 | Ramit, Jericho Marvin M.  Almuete, Mark Ferdinand  Seagan, Kathleen G. | * Business Case * Meeting |
| 1.0 | 10/05/16 | Ramit, Jericho Marvin M.  Almuete, Mark Ferdinand  Seagan, Kathleen G. | * Draft of FDD   (Functional Decomposition Diagram) |
| 1.0 | 10/07/16 | Ramit, Jericho Marvin M.  Almuete, Mark Ferdinand  Seagan, Kathleen G. | * Draft of SRSC   (Software Requirements Specification Checklist) |
| 1.0 | 10/08/16 | Seagan, Kathleen G. | * Meeting with client |

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PROJECT STATUS REPORT PURPOSE

The Project Status Report is can use to provide a documented history of the project. This can be applied to strengthen 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 SWOT Analysis, business case and meeting with the group and client.

* Project Planning
  + SWOT Analysis and Business Case
  + FDD and SRSC
* Regular consultation on adviser for project recommendation.

## Project Status Report Template

|  |  |  |
| --- | --- | --- |
| Project Name | | |
| Prepared By:  Jericho Marvin M. Ramit | Date:  10/02/16 | Reporting Period:  10/02/16 to 10/08/16 |
| Project Overall Status:  SWOT Analysis, business case and draft for SRSC and FDD | | |
| Project Summary:  Analyzing the strength, weakness, opportunities and threats in making the project. Business Case and draft for Software Requirements Specification Checklist and Functional Decomposition Diagram | | |
| **Milestone Deliverables performance reporting over last period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | | * Meeting | 09/26/16 | 100% | On Schedule | | * Meeting with PNP Camp Crame Technical Specialist | 09/27/16 | 100% | On Schedule | | * Collaborate with Support Service Unit (SSU) Department of PNP Camp Crame | 09/28/16 | 100% | On Schedule | | Milestone 2 | | | | | * Project Charter for new project | 09/29/16 | 100% | On Schedule | | | |
| **Milestone Deliverables scheduled for completion over next period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Milestone 1 | | | | | * Meeting | 10/10/16 | 50% | On Schedule | | * Consult with the adviser | 10/11/16 | 50% | On Schedule | | Milestone 2 | | | | | * Finalize FDD | 10/10/16 | 50% | Behind Schedule | | * Finalize SRSC | 10/10/16 | 50% | Behind Schedule | | * Draft of Class Diagram | 09/22/16 | 0% | Behind Schedule | | * Draft of Object Diagram | 09/23/16 | 0% | Behind Schedule | | | |
| **Project impact of milestone success or failure for project remainder**   |  |  | | --- | --- | | SWOT analysis and Business Case are used how the project should be done. The information discusses and planned in this week will be based on the next report. | 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** | | N/A | N/A | 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 | N/A | N/A | N/A | | | |
| **Project Issue Management Status**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Issue and Description** | **Project Impact** | **Target Due Date** | **Issue Status** | **Issue Resolution** | | N/A | N/A | N/A | N/A | N/A | | | |
| **Project Recommendations**   |  | | --- | | Consultation with the consultant and adviser are important for guidance in the project and may resolve possible problems. | | | |
| **Objectives for Next Project Status Review**   |  | | --- | | Gather information for the system and identify process to create FDD, Context, Class and Object Diagram and SRSC. | | | |
| **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

