Project Status Report

Project Name: Asia Pacific College Online Pre-Registration System

Department: SOCIT

Focus Area: Students and advisers

Product/Process: An online pre-registration system for students to have easier access in adding subject(s) to their load.

Prepared By:

Document Owner(s)	Project/Organization Role
Angelica Ruiz	Project Manager
Jairus Roguel	Project Developer
Diego Gloria	Project Analyst

Project Status Report Version Control

Version	Date	Author	Change Description
1.0	**9/27/2016**	**Angelica Ruiz**	Document created
2.0	**10/03/2016**	**Diego Gloria**	Updated • Revisions on Onenote, Wiki • Approval of Adviser Request • Bluemix accounts
3.0	**10/09/2016**	**Jairus Roguel**	Started to set-up Bluemix and phpMyAdmin

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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.

2 PROJECT STATUS REPORT TEMPLATE

2.1 Project Status Report Details

The next step for this project is to get the rules in manual pre-registering from the Program Director or the Registrar. Revisions in the paper and the design are on-going. The team is setting up the Bluemix samplephp and phpmyadmin.

- On-going
    - o Planning to request for a copy of the rules for the manual pre-registration
    - o Familiarization of Cobalt IV framework
    - o Revisions of wiki, OneNote, documents and diagrams
    - o Set up of Bluemix
- Project Recommendations: Time management, more team communication, prioritization, work management/distribution and organization of tasks

2.2 Project Status Report Template

Project Name		
Prepared By: **Jairus Roguel**	Date: **10/09/2016**	Reporting Period: **10/09/2016** to **10/09/2016**
Project Overall Status: The tasks for the project is a failure due to incompletion of deliverables.		
Project Summary: There is a slow progress in completing the tasks and more revisions are to be done and a lot of consultations are needed.		
Milestone Deliverables performance reporting over last period		

Milestone Deliverables	Due Date	% Completed	Deliverable Status
Revision			

• **Revised Wiki**	**10/09/2016**	**100%**	**On Schedule**
• **Updated Github**	**10/09/2016**	**100%**	**On Schedule**
Setting up of Bluemix			
• **Set up samplephp and phpmyadmin**	**10/03/2016**	**100%**	**On Schedule**
• **Request for Mr. JV Roig as Project Consultant**	**10/12/2016**	**0%**	**Behind Schedule**
• **Request for Mr. Joe Gene Quesada as Project Consultant**	**10/12/2016**	**0%**	**Behind Schedule**

Milestone Deliverables scheduled for completion over next period

Milestone Deliverables	Due Date	% Completed	Deliverable Status
Revision			
• **Revise Diagrams**	**10/12/2016**	**0%**	**Behind Schedule**
Obtain the rules			
• **Consult Miss Rhea**	**10/10/2016**	**0%**	**Behind Schedule**
• **Have a copy of the rules**	**10/10/2016**	**0%**	**Behind Schedule**

Project impact of milestone success or failure for project remainder

There is a slow progress in completing the deliverables. For now, the project remainder is a failure because of lack of time management.	The schedule for obtaining the rules and revising the diagrams have been changed because it was not done.

Project Budget/Financial Status

Budget Item	Planned Budget	Actual Cost	Variance/Explanation
No item purchased/No money used.	None	None	None

Project Risk Management Status

Risk and Description	Risk Chance	Risk Impact	Risk Priority	Change from Last Review

Project could be delayed	50%	Moderate	Moderate	None

Project Issue Management Status

Issue and Description	Project Impact	Target Due Date	Issue Status	Issue Resolution
Lack of Time Management; The team must improve on their Time Management Skills	High	10/17/2016	Ongoing	None

Project Recommendations

- Time Management
- Learn to prioritize
- More communication
- Work Management/Distribution
- Organization of tasks

Objectives for Next Project Status Review

- Revisions of documents and diagrams
- Obtaining of rules in pre-registering
- Request for more consultants

Related Project Information

None

3   PROJECT STATUS REPORT APPROVALS

Prepared by   Jairus Roguel
Project Developer

Approved by   Mr. Eric Salalima
Project Advisor

4   APPENDICES

4.1   Document Guidelines

4.2   Project Status Report Sections Omitted