



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
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Confidential

4.1StatusReport-APCPrereg--Gloria,Roguel,Ruiz.docx
Last printed on 11/22/2016 11:02:00 PM

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 <ul style="list-style-type: none"> • Revisions on Onenote, Wiki • Approval of Adviser Request • Bluemix accounts
3.0	10/09/2016	Jairus Roguel	Started to set-up Bluemix and phpMyAdmin
4.0	10/16/2016	Angelica Ruiz	Updated <ul style="list-style-type: none"> • Revisions on Wiki • Approval of Consultants Request • Presentation on first draft of Statement of work & Vision and Scope
4.1	10/22/2016	Diego Gloria	Changed <ul style="list-style-type: none"> • Dates in milestone deliverables over last period due to typographical errors (Milestone: Consultant Requests) Updated <ul style="list-style-type: none"> • Gathering of manual pre-registration system rules

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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

After acquiring the rules from the school's Program Director, the team will be requesting interviews and consultations to their adviser and consultants. If application of the rules in the system is done immediately, design and further improvement of algorithms will be studied by the team.

- On-going
 - Reviewing of the acquired rules of the manual pre-registration system.
 - Preparation of design after applying rules to the system.
 - Planning to add more functionalities.
 - Consultation with the adviser and consultants.
- Risk Management Report – The team might not fully complete the project due to minimal progress and lack of focus by the team.
- Issues Management Report – The issue is still the same, the team acquires the needed requirements for the project but they need to be faster in getting what is needed.
- If possible, needed requirements should be gathered as fast as possible so that the only problem that the team will encounter in the future is the making of the system itself.

2.2 Project Status Report Template

Project Name			
Prepared By: Diego Gloria	Date: 10/22/2016	Reporting Period: 10/22/2016 to 10/22/2016	
<p>Project Overall Status:</p> <p>The team already acquired the rules for the school's manual pre-registration system. The factors that the project should deal with is the application of the rules to the system.</p>			
<p>Project Summary:</p> <p>The team are now looking forward for tips and recommendations from the adviser and consultants for the application of the rules to the system.</p>			
Milestone Deliverables performance reporting over last period			
Milestone Deliverables	Due Date	% Completed	Deliverable Status
Consultant Requests			
• Request approved by Mr. JV Roig	00/00/2016	100%	On Schedule
• Request approved by Mr. Joe Gene Quesada	00/00/2016	100%	On Schedule
Obtaining the rules			
• Consult Program Director in SOCIT	10/13/16	100%	[On Schedule]
Team Forums			
• Consultation for team encouragement	10/13/16	100%	[On Schedule]
Milestone Deliverables scheduled for completion over next period			
Milestone Deliverables	Due Date	% Completed	Deliverable Status
Cobalt Framework			
• Consult Mr. JV Roig for tutorial in Cobalt	10/25/16	0%	On Schedule
Application of rules to the system			
• Consult adviser	10/25/16	0%	On Schedule
• Seek help from consultants	10/25/16	0%	On Schedule
Team Forums			
• Team meeting	10/25/16	0%	On Schedule

Project impact of milestone success or failure for project remainder

Many scheduled milestone deliverables are not met. But, the team will learn from that and will take action and be responsible for the needed tasks.

The schedule changed is in obtaining the rules because there is still no progress despite scheduling it at the start of the project status report for this term.

Project Budget/Financial Status

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

Project Risk Management Status

Risk and Description	Risk Chance	Risk Impact	Risk Priority	Change from Last Review
Minimal Progression <ul style="list-style-type: none"> Lack of action may cause delay 	Medium	High	Medium	None

Project Issue Management Status

Issue and Description	Project Impact	Target Due Date	Issue Status	Issue Resolution
Needs more efficiency <ul style="list-style-type: none"> Lacking team communication Expedite action for gathering of requirements 	High	10/28/16	Open	The team shall meet more often than before.

Project Recommendations

Project requirements should be gathered as fast as possible.

- Prioritization
- On time assigning of tasks
- Team communication

Objectives for Next Project Status Review


More milestone deliverables to be achieved

Related Project Information

None

3 PROJECT STATUS REPORT APPROVALS

Prepared by  Diego Gloria
Project Analyst

Approved by  Mr. Eric Salalima
Project Advisor

4 APPENDICES

4.1 Document Guidelines

4.2 Project Status Report Sections Omitted
