

**Project Status Report**



**Project Name:** APC Pre-registration System

**Department:**

**Focus Area:** Students and registration systems

**Product/Process:** Online Pre-registration System



**Prepared By:**

|  |  |
| --- | --- |
| **Document Owner(s)** | **Project/Organization Role** |
| Angelica Laurene S. Ruiz | Project Manager |
| Jairus Adrian G. Roguel | System Developer |
| Romulus Diego P. Gloria | System Analyst |

**Project Status Report Version Control**

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# 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.



# PROJECT STATUS REPORT TEMPLATE

## Project Status Report Details

[Replace this text with project status details for your key project stakeholders, focusing on milestone deliverables. This Report must include the following points, though more may be added:]

* On-going
  + The project focuses on students’ satisfaction in pre-registering, thus we are working on an online pre-registration system project/research in APC.
  + UML Diagrams and Google Forms Survey
  + Successful but revisions and continuations are needed.

## Project Status Report Template

|  |  |  |
| --- | --- | --- |
| Project Name | | |
| Prepared By:  **Angelica Laurene S. Ruiz** | **07/19/16** | Reporting Period:  07/19/16 to 07/19/16 |
| Project Overall Status:  [Replace this text with a brief overview statement on project situation.]  The situation of this project is that we need to alot more time in creating the survey because we need to gather data as soon as possible. | | |
| Project Summary:  So far, UML Diagrams were completed and our team was able to present it to our professor in SYSADD1. Revisions and improvements will be done. Also, a google forms is being created for conducting a survey. | | |
| **Milestone Deliverables performance reporting over last period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | UML Diagrams | | | | | * **Communication Diagram** | **07/15/16** | **100%** | **On Schedule** | | * **Component Diagram** | **07/15/16** | **100%** | **On Schedule** | | * **Composite Diagram** | **07/15/16** | **100%** | **On Schedule** | | * **Deployment Diagram** | **07/15/16** | **100%** | **On Schedule** | | * **Class Diagram** | **07/15/16** | **100%** | **On Schedule** | | * **Activity Diagram** | **07/15/16** | **100%** | **On Schedule** | | * **Object Diagram** | **07/15/16** | **100%** | **On Schedule** | | * **Sequence Diagram** | **07/15/16** | **100%** | **On Schedule** | | * **State Machine Diagram** | **07/15/16** | **100%** | **On Schedule** | | * **Interaction Overview Diagram** | **07/15/16** | **100%** | **On Schedule** | | * **Timing Diagram** | **07/15/16** | **100%** | **On Schedule** | | * **Use Case Diagram (w/ full description)** | **07/15/16** | **100%** | **On Schedule** | | * **Package Diagram** | **07/15/16** | **100%** | **On Schedule** | | | |
| **Milestone Deliverables scheduled for completion over next period**   |  |  |  |  | | --- | --- | --- | --- | | **Milestone Deliverables** | **Due Date** | **% Completed** | **Deliverable Status** | | Revision of UML Diagrams | | | | | * **Communication Diagram** | **07/21/16** | **0%** | **Ahead of Schedule** | | * **Component Diagram** | **07/21/16** | **0%** | **Ahead of Schedule** | | * **Composite Diagram** | **07/21/16** | **0%** | **Ahead of Schedule** | | * **Deployment Diagram** | **07/21/16** | **0%** | **Ahead of Schedule** | | * **Class Diagram** | **07/21/16** | **0%** | **Ahead of Schedule** | | * **Activity Diagram** | **07/21/16** | **0%** | **Ahead of Schedule** | | * **Object Diagram** | **07/21/16** | **0%** | **Ahead of Schedule** | | * **Sequence Diagram** | **07/21/16** | **0%** | **Ahead of Schedule** | | * **State Machine Diagram** | **07/21/16** | **0%** | **Ahead of Schedule** | | * **Interaction Overview Diagram** | **07/21/16** | **0%** | **Ahead of Schedule** | | * **Timing Diagram** | **07/21/16** | **0%** | **Ahead of Schedule** | | * **Use Case Diagram (w/ full description)** | **07/21/16** | **0%** | **Ahead of Schedule** | | * **Package Diagram** | **07/21/16** | **0%** | **Ahead of Schedule** | | Creating a Google Forms Survey | | | | | * **Questions** | **07/20/16** | **20%** | **Ahead of Schedule** | | * **Planning of doing a testing survey** | **07/19/16** | **10%** | **Ahead of Schedule** | | | |
| **Project impact of milestone success or failure for project remainder**   |  |  | | --- | --- | | [Replace this text with a description of milestone and potential scope changes.] | [Replace this text with a brief description of any changes to the project schedule required as a result of the amended milestone(s).] | | | |
| **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** | | - | - | - | - | ‘ | | | |
| **Project Issue Management Status**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Issue and Description** | **Project Impact** | **Target Due Date** | **Issue Status** | **Issue Resolution** | | - | - | - | - | - | | | |
| **Project Recommendations**   |  | | --- | | * Will the project be completed on time and on budget?  * Will the project deliverables be completed within acceptable quality levels?  * Are scope change requests being managed successfully?  * Are project issues and risks being addressed successfully and mitigated?  * Are all customer concerns being addressed successfully?] | | | |
| **Objectives for Next Project Status Review**   |  | | --- | | * Google forms survey * Revised diagrams | | | |
| **Related Project Information**   |  | | --- | |  | | | |



# PROJECT STATUS REPORT APPROVALS

**Prepared by** Angelica Laurene S. Ruiz\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Manager

**Approved by** Ms. Jennifer Arroyo\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Advisor



# APPENDICES

## Document Guidelines

## Project Status Report Sections Omitted

