



Project Status Report

Project Name: APC Faculty Loading System
Department: School of Computing and Information Technologies (SoCIT)
Focus Area: MSYADD1
Product/Process:

Prepared By:

Document Owner(s)	Project/Organization Role
Ochotorena, Rafael	Project Manager
Lazaro, Louise Gabrielle	Quality Assurance/Control
Jauod, Jameiah Nicole	Systems Designer/Researcher
Alfara, Von Matthew	Systems Developer
Baldovino, Allen	Systems Analyst

Project Status Report Version Control

Version	Date	Author	Change Description
4.0	8/15/16	Louise Lazaro	Initial Documentation
4.1	8/15/16	Jameiah Jauod	Document Updates

TABLE OF CONTENTS

1 PURPOSE 3

2 PROJECT STATUS REPORT 3

 2.1 Project Status Report Details 3

 2.2 Project Status Report 4

3 PROJECT STATUS REPORT APPROVALS..... 7

4 APPENDICES 8

 4.1 Document Guidelines 8

 4.2 Project Status Report Sections Omitted..... 8

1 PURPOSE

This report is used by the team to monitor progress in the APC Faculty Loading System Project. The APC Faculty Loading System is a system where a matching algorithm will be developed and an analytics tool will be used for a more systematic and optimized scheduling of the School of Computing and Information Technologies (SoCIT) faculty teaching assignments.

2 PROJECT STATUS REPORT

2.1 Project Status Report Details

- Team Member Tasks Update

For the period of August 8-12, 2016, two (2) team members focused on updating the documentation, specifically, the sections on:

- Project Context,
- Purpose and Description
- Objectives
- Scope and Limitations
- Related Literature

Descriptions of Current and Proposed Systems were added under Purpose and Description section.

The team plans to add more locally related literature discussions in order to provide more feasibility and comparison of existing systems for the proposed APC project.

These updates were based from the weekly discussions with the adviser/client and from results of interviews held with universities.

The other team members focused on updating the Context Diagram, Data Flow Diagram (DFD), and Entity Relationship Diagram (ERD).

- Budget Report

The team allotted P200.00 for the printing of documents.

- Risk Management Report

Documentation Update – Medium to High Risk

Major updates were made to the document specifically on the areas of project context, purpose and description, objectives, scope and limitations, and related literature. However, development of diagrams need to be prioritized to avoid delay in schedule.

- Issues Report

The team has managed a preferred common schedule, where all of the members could attend the weekly meeting. Weekly meetings were held Wednesday and Saturday. However, due to the number of diagrams to be developed, the need for more common meetings are necessary. At the moment, online correspondences are held for updates.

The team should ensure that all comments and suggestions from their adviser be put into the paper. All necessary revisions should be made.

2.2 Project Status Report

Project Name			
Prepared By: Louise Gabrielle Lazaro	Date: 8/13/16	Reporting Period: 8/8/16 to 8/12/16	
Project Overall Status:			
The project manager assigned 2 members to revise the documents and also assigned 3 members to revise the necessary diagrams.			
Project Summary:			
All documents and diagrams should be revised. Event table should be a guide for all other diagrams to be made.			
Milestone Deliverables performance reporting over last period			
Milestone Deliverables	Due Date	% Completed	Deliverable Status
Milestone 1			
• Update project context	8/15/16	70%	On Schedule
• Update purpose and description	8/17/16	70%	On Schedule
• Update Objectives	8/15/16	80%	On Schedule
Milestone 2			
• Update related literature	8/19/16	50%	On Schedule
• Add Current Process in the documentation	8/16/16	40%	On Schedule
• Add proposed system in the documentation	8/18/16	40%	On Schedule

Milestone Deliverables scheduled for completion over next period

Milestone Deliverables	Due Date	% Completed	Deliverable Status
Milestone 1			
• Change Context Diagram	8/22/16	40%	On Schedule
• Change Use Case Diagram	8/22/16	40%	On Schedule
• Change ERD	8/22/16	40%	On Schedule
Milestone 2			
• Update Activity Diagram	8/24/16	40%	On Schedule
• Update deployment diagram	8/24/16	40%	On Schedule
• Update data flow diagram	8/24/16	30%	On Schedule

Project impact of milestone success or failure for project remainder

--	--

Project Budget/Financial Status

Budget Item	Planned Budget	Actual Cost	Variance/Explanation
Printing	P200.00	P42.00	

Project Risk Management Status

Risk and Description	Risk Chance	Risk Impact	Risk Priority	Change from Last Review
Revisions	Medium	Medium	High	Updated all parts of the document
Diagram	High	High	High	Changed diagrams and updated all other diagrams

Project Issue Management Status

Issue and Description	Project Impact	Target Due Date	Issue Status	Issue Resolution
Revisions	High	8/20/16	Open	Revisions are to be made within the week and target day of completion is on Saturday Aug 20, 2016.

Project Recommendations

- Will the project be completed on time and on budget?

The project is on currently on track, although prioritization on the development of diagrams will be made. The team is ensuring that every milestone should be completed on the target day of completion.

- Will the project deliverables be completed within acceptable quality levels?

The team is trying to ensure acceptable quality levels in the whole documentation and in all required diagrams by having a scheduled meeting with adviser. A quality person is assigned to monitor all deliverables.

- Are scope change requests being managed successfully?

Yes. All changes are discussed with the adviser.

- Are project issues and risks being addressed successfully and mitigated?

Yes. Alternative options are made.

- Are all customer concerns being addressed successfully?]

N/A

Objectives for Next Project Status Review

- To present update in ERD, DFD and Context Diagram
- To present other diagrams to adviser

Related Project Information

3 PROJECT STATUS REPORT APPROVALS

Prepared by Louise Gabrielle Lazaro
Quality Assurance/Control

Approved by Ms. Rhea Valbuena
Project Advisor

Client Sponsor


8/15/2014

4 APPENDICES

4.1 Document Guidelines

4.2 Project Status Report Sections Omitted
