Project Status Report

Project Name: RDC-DMS

Department: School of Computing and Information Technologies

Focus Area: Document Management System

Product/Process:

Prepared By:

Document Owner(s)	Project/Organization Role
Edric Jon Cleon B. Caranto	Project Manager
Michael John S. Buan	Project Developer
Christian Aleck S. Carlos	Project Developer

Project Status Report Version Control

Version	Date	Author	Change Description
8.0	11/17/16	Michael Buan Christian Carlos Edric Caranto	• CMP • ERD • System Update

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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

- Stakeholder processes collected
  - o The database system will be for archiving and processing of papers through the office of the Research Development Centre of the Philippine Army.
- No budget expenditure so far.
- There will be a network and security risks since other documents are classified.
- Some users are not computer literate which is a challenge for the developers to create an interface that should be easily understood by all users.
- Regular consultation from professors and clients.

2.2 Project Status Report Template

Project Name			
Prepared By: Christian Carlos	Date: 11/17/16		Reporting Period: **11/14/16 – 11/17/16**
Project Overall Status: Finished ERD,CMP and System Update			
Project Summary: The project team finished ERC and CMP			

Milestone Deliverables performance reporting over last period

Milestone Deliverables	Due Date	% Completed	Deliverable Status
Milestone 1			
• CMP	11/14/16	100%	On Schedule

Milestone Deliverables scheduled for completion over next period

Milestone Deliverables	Due Date	% Completed	Deliverable Status
Milestone 2			
• ERD	11/14/16	100%	On Scedule

Milestone Deliverables scheduled for completion over next period

Milestone Deliverables	Due Date	% Completed	Deliverable Status
Milestone 3			

Project impact of milestone success or failure for project remainder

System Requirements specification	Project schedule pace may be faster because of corrections

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

Technical Feasibility	High	High	High	Connections for the proposed system must be ensured.
Security	High	High	High	Encryption should be enabled for all documents

Project Issue Management Status

Issue and Description	Project Impact	Target Due Date	Issue Status	Issue Resolution
o				

Project Recommendations

The group should consult to their adviser and professor more often to ensure everything is on the right track. Also, to consult issues to the advisers for possible resolutions of issues.

Objectives for Next Project Status Review

- CMP and ERD finalized

Related Project Information

- Below are related project information for this project
    - o Wiki page
        - http://projects2.apc.edu.ph/wiki/index.php/Project_-_RDC_AFP_Library_System_-_103

3 PROJECT STATUS REPORT APPROVALS

Prepared by   Edric Jon Cleon B. Caranto
                        Project Manager

Approved by   Mr. Jacob Catayoc
                      Project Advisor

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Client Sponsor

4   APPENDICES

4.1   Document Guidelines

4.2   Project Status Report Sections Omitted