



# Project Status Report

**Project Name:** Hydra Data Protection Tool

**Department:** SoCit

**Focus Area:** Data corruption backup and recovery

**Product/Process:**

**Prepared By:**

Document Owner(s)	Project/Organization Role
Kent Michael P Miculob	Project Analyst / Manager / Developer
Maria Letty Laureta	Project Designer/ Documenter / Developer
Reginald John Steven Alberca	Project Researcher

## Project Status Report Version Control

Version	Date	Author	Change Description
1.0	09/21/2016	Kent Michael Miculob	Document created
1.1	<b>09/30/2016</b>	Maria Letty Laureta	Update Milestone
1.2	10/07/2016	Maria Letty Laureta	Update the document
1.3	10/17/2016	Kent Michael Miculob	Update and summarize weekly activity
1.4	10/24/2016	Maria Letty Laureta	
1.5	11/14/2016	Kent Michael Miculob	Progress description and Monitoring
1.6	11/21/2016	Maria Letty Laureta	Updates the percentage of each milestone
1.7	11/28/2016	Maria Letty Laureta	Updates some parts of the document
1.8	12/05/16	Maria Letty Laureta	Updates Milestone

**Confidential**

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## 1 PROJECT STATUS REPORT PURPOSE

The Project Status Report is a document that may be used to record the weekly progress of the group project. This is used to formally document every task or details that has done during each week of the project making.

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## 2 PROJECT STATUS REPORT TEMPLATE

### 2.1 Project Status Report Details

The focus of this project is to record each milestones and module created during the past week.

- Project Prototype
  - This project prototype needs to be done, so that series of test can be done to measure its capabilities and look for bugs.
  - There was a progress in making the project prototype, there are only two critical functions that requires an attention
  - The project milestone's failure wouldn't deal huge impact since there was progress made during the vacation period.
- There is no budget required as for the moment.
- The current risk right now is, not finding a way on how to synchronize two files.
- The group doesn't have issues as for the moment.
- The group will ensure that each week will have a progress that would give an impact to the overall outcome of the project.

### 2.2 Project Status Report Template

Project Name		
Prepared By: Maria Letty Laureta	Date: <b>12/05/2016</b>	Reporting Period: <b>11/28/2016 to 12/05/2016</b>
Project Overall Status: The project is still working on the system and the document is almost done.		
Project Summary: The system and the final document are almost done on the target date.		

**Milestone Deliverables performance reporting over last period**

Milestone Deliverables	Due Date	% Completed	Deliverable Status
Milestone 1			
• Change Management Plan Document	12/02/16	100%	On Schedule
• Quality Plan Document	12/02/16	100%	On Schedule
• Software Requirements Specification Document	12/02/16	100%	On Schedule
Milestone 2			
• Project Logo	12/02/16	100%	On Schedule
• Final Algorithm	12/05/16	90%	
• Final Design	12/05/16	90%	

**Milestone Deliverables scheduled for completion over next period**

Milestone Deliverables	Due Date	% Completed	Deliverable Status
Milestone 1			
• Final System	12/05/16	90%	
• Final Document	12/05/16	95%	
• User Manual	12/09/16	50%	
Milestone 2			
•			
•			
•			

**Project impact of milestone success or failure for project remainder**

Every milestone is made up of innovating and debugging the system project.	Every process milestone has been done, the result is depending on the outcome of the system if there should be fix or none.
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**Project Budget/Financial Status**

Budget Item	Planned Budget	Actual Cost	Variance/Explanation
Flash Drive	300-350	320	We will use it as a tool where we can embed our system.

**Project Risk Management Status**

Risk and Description	Risk Chance	Risk Impact	Risk Priority	Change from Last Review
Not able to embed the system to the Flash Drive.	High	High	High	The group's trying to manage time for this solution.
Fixing algorithm needs to be established with the limited time	High	High	High	The group's trying to manage time for this solution.

**Project Issue Management Status**

Issue and Description	Project Impact	Target Due Date	Issue Status	Issue Resolution
Not able to finish some milestone on time due to other subject's projects	High	12/05/16	Open	

**Project Recommendations**

[Replace this text with a brief statement for the Steering Committee, Project Sponsor, or Senior Manager to consider or endorse. Other questions to consider for review with key project stakeholders are:

- 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

The project has a good progress during the week, and this could make them finished the project earlier than expected. It will give them the advantage to add some features, if find necessary.

#### Related Project Information

[Replace this text with an attachment or link to other relevant information that can be included with this project status report. Examples include:

- Budget Report Summary
- Issue Record Report
- Scope Change Report
- Project Work Plan
- Project Metrics/Statistics
- Quality Management Review.]

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### 3 PROJECT STATUS REPORT APPROVALS

Prepared by

  
Kent Michael Miculob

Approved by

  
Mr. Justin Pineda

## 4 APPENDICES

### 4.1 Document Guidelines

- 1 Project Title
- 2 Project Members
  - 2.1 Project Professor
  - 2.2 Project Adviser
  - 2.3 Project Team
  - 2.4 Project Consultant
- 3 Abstract
- 4 List of Figures, List of Tables, List of Notations
- 5 Introduction
  - 5.1 Background of the Problem
  - 5.2 Statement of the Problem
  - 5.3 Project Context
  - 5.4 Purpose and Description
  - 5.5 Objectives
    - 5.5.1 General Objectives
    - 5.5.2 Specific Objectives
  - 5.6 Significance
  - 5.7 Scope and Limitations
- 6 Related Literature
- 7 Technical Background
- 8 Results and Discussion
- 9 Conclusion and Recommendations
- 10 Vision and Scope
  - 10.1 Business Requirements
    - 10.1.1 Background
    - 10.1.2 Business Opportunity
    - 10.1.3 Business Objectives and Success Criteria
    - 10.1.4 Customer or Market Needs
    - 10.1.5 Business Risks
  - 10.2 Vision of the Solution
    - 10.2.1 Vision Statement
    - 10.2.2 Major Features
    - 10.2.3 Assumption and Dependencies
  - 10.3 Scope and Limitations
    - 10.3.1 Scope and Initial Release
    - 10.3.2 Scope of Subsequent Releases
  - 10.4 Business Context
    - 10.4.1 Stakeholders Profiles
    - 10.4.2 Project Priorities
    - 10.4.3 Operating Environment
- 11 Statement of Work
  - 11.1 Introduction/Background
  - 11.2 Scope of Work
  - 11.3 Period of Performance
  - 11.4 Place of Performance
  - 11.5 Work Requirements

- 11.6 Schedule/Milestone
  - 11.7 Acceptance Criteria
- 12 Appendices
  - 12.1 Project Status Reports
  - 12.2 Flowchart
  - 12.3 Event Table
  - 12.4 Context Diagram
  - 12.5 Data Flow Diagram
    - 12.5.1 Level 0
    - 12.5.2 DFD Fragments
  - 12.6 Entity-Relationship Diagram
  - 12.7 Data Dictionary
  - 12.8 Class Diagram
  - 12.9 Object Diagram
  - 12.10 Use Case Diagram
  - 12.11 Use Case Full Description
  - 12.12 Activity Diagram
  - 12.13 Sequence Diagram
  - 12.14 Communication Diagram
  - 12.15 State Diagram
  - 12.16 Timing Diagram
  - 12.17 Package Diagram
  - 12.18 Component Diagram
  - 12.19 Composite Structure Diagram
  - 12.20 Deployment Diagram
  - 12.21 System Model
  - 12.22 Work Breakdown Schedule (WBS)
    - 12.22.1 Bibliography

## 4.2 Project Status Report Sections Omitted

