**Weekly Status Report:**

**Week of:** 2/27 to 3/5

**Report prepared by:** James

**List of itemized activities planned for this week:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S. No. | Activity Description | Member Responsible | Completion Status (%) | Reason for delay |
|  | Distribute Jobs | James | 100% |  |
|  | Structure Chart | Everyone | 0% |  |
|  | UML Diagrams | Everyone | 0% |  |
|  | Hero List | Jesus | 0% |  |
|  |  |  |  |  |

**List of itemized activities planned for next week:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S. No. | Activity Description | Member Responsible | Completion Expected (%) | Reason for multi-week |
|  | TBD |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |