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| **Milestone Report** | | | | |
| **Project Title: A Wiki Project** | | | **Report Date:** | |
| **Milestone** | **Description of Deliverables** | **Due Date** | **Actual completion date** | **comments** |
| Business case | A detailed business case will be developed and approved by customer | 01/31/2020 | 01/31/2020 | Complete |
| Project charter | Write down functional and non-functional requirements, roles and responsibilities, and develop strategies and plans | 02/06/2020 | 02/06/2020 | Complete |
| Scope Document | Define scope of project, constraints, assumptions | 02/13/2020 | 02/13/2020 | Complete |
| Risk register | Identify and analyze risks and document them | 02/17/2020 | 02/17/2020 | Complete |
| Issue log | Identify and analyze issues and document them | 02/18/2020 | 02/18/2020 | Complete |
| Financial Plan | Identify and analyze cost areas and plan them | 02/18/2020 | 02/18/2020 | Complete |
| Design documents | Define functional requirements as use cases visually, design domain model, activity diagram, sequence diagram, class diagram, and user interface. | 03/03/2020 | 03/02/2020 | Complete |
| Team Development | Assign teams, and check available resources and train team for project technology and tools | 03/06/2020 | 03/06/2020 | Complete |
| Code report | Develop code and code report | 03/18/2020 | 03/17/2020 | Complete |
| Test reports | Develop Test suits and generate test reports | 03/26/2020 | 03/24/2020 | Complete |
| Deploy project | Deploy the project to cloud based SaaS platform | 03/30/2020 |  | ongoing |
| Contract Closure | Deliver the project to client and close the contract | 04/01/2020 |  |  |