**Project Status Report I**

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| Date of Report Issue/Prepared: January 19, 2020 |

Report Prepared By:

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Employer/Organization: N/A

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| Project Name:  Project Team:  Period Reporting:  Overall Project Health | Martial Arts Gym Information Tracking System. | |
| TeamBits | |
| Start Date: **Jan 06, 2020** | End Date: **Jan 19, 2020** |
| Yellow (Warning) | |

Summary

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| **Project Status Summary** |
| * Task breakdown and milestones have been modified to fit 5 phases of deliverables * There were a number of tasks that were unfinished from first phase/milestone and is moved to Phase 2. * Every module or manager is divided into 2 parts, the front-end and the back-end. A developer is tasked to do either a back-end or front-end. * The team has encountered issues such as:   + Dealing with other course activities diminishing the time allotted for the project.   + Less UI mobile responsiveness that diminishes the user experience   + New unfamiliar issues keep popping up with the current backend infrastructure that takes time to fix. * The team has perceived risks such as:   + Incorrect task finishing time estimation due to unfamiliar risks.   + MongoDB service outage while developing the project.   + UI/UX Design Risk that fails standards due to less experience in dealing with UI/UX development. |

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| **Accomplishments As Planned** | **Planned but not Accomplished** |
| **1. Login and logout Module** |  |
| **2. Member Account Manager Backend** | **1. Member Account Management Frontend** |
| **3. Course Enrollment for Members Backend** | **2. Course Enrollment for Members Frontend** |
| **4. Member Module Backend** | **3. Member Module Frontend** |
| **5. Instructor Account Manager** |  |
| **6. Instructor Module Backend** | **4. Instructor Module Frontend** |
|  | **5. Course Manager Backend and Frontend** |
|  | **6. Membership Type Manager Backend and Frontend** |
| **7. Member Registration Module** |  |
| **8. User Navigation** |  |

Upcoming Objectives for Jan 20, 2020 to Feb 2, 2020

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|  | | **Planned Activities/Tasks for Phase 2** | |  |
| Activity/Task | Assigned To | | Duration | Date |
| **Weekly Meeting** | Team | | 30 mins | Jan 20, 2020 |
| **1. Member Account Management Frontend** | Aldrin | | 2 days | Jan 24, 2020 |
| **2. Course Enrollment for Members Frontend** | Aldrin | | 2 days | Jan 22, 2020 |
| **3. Member Module Frontend Views** | Sir Angel | | 9 days | Jan 30, 2020 |
| **4. Course Manager Backend** | Francis | | 5 days | Jan 24, 2020 |
| **5. Course Manager Frontend** | Aldrin | | 3 days | Jan 30, 2020 |
| **6. Membership Type Manager Backend** | Francis | | 4 days | Jan 30, 2020 |
| **7. Membership Type Frontend** | Aldrin | | 1 day | Jan 28, 2020 |
| **8. Instructor Module Frontend Views** | Lilian | | 9 days | Jan 30, 2020 |
| **Weekly Meeting** | Team | | 30 mins | Jan 27, 2020 |
| **Sprint 6 submission and prep** | Team | | 8 hrs | Jan 31, 2020 |

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| **Milestones for Next Period** | | |
| Milestone | Estimated Milestone  Target date | Assigned to |
| Completion of Phase 2: | Jan 31, 2020  (4th week) |  |
| 1. Member Account Management Frontend | Jan 24, 2020 | Aldrin |
| 2. Course Enrollment for Members Frontend | Jan 22, 2020 | Aldrin |
| 3. Member Module Frontend Views | Jan 31, 2020 | Sir Angel |
| 4. Course Manager Backend | Jan 24, 2020 | Francis |
| 5. Course Manager Frontend | Jan 31, 2020 | Aldrin |
| 6. Membership Type Manager Frontend | Jan 30, 2020 | Aldrin |
| 7. Membership Type Manager Backend | Jan 28, 2020 | Francis |
| 8. Instructor Module Frontend Views | Jan 31, 2020 | Lilian |

Managing Issues and Risk

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| **Issues/Problems** | **Resolution Strategy** | **Due Date** |
| Other course activities takes up a lot of time | Manage schedule wisely, allocate time for other course activities | Every week |
| Issue displaying web app properly in mobile browsers | Use the Responsive Web Design(RWD) approach to make our web pages render properly on different devices. | Jan 31, 2020 |
| New unfamiliar issues keep popping up with the current backend infrastructure | Allocate more time with debugging and resolving these issues | Jan 31, 2020 |

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| **Upcoming Risks** | **Risk Ranking**  **(Hi, Med, Low)** | **Risk Impact**  **(Hi, Med, Low)** | **Mitigation Strategy** |
| Incorrect time estimation for task completion which could delay production | Med | High | Consult with timetable regularly ang adjust tasks and due dates accordingly. Project leader will also need to be stricter with due dates. |
| MongoDB service outage | Low | High | We will be unable to test and develop when service outages occur. Installing local MongoDB to test locally will help mitigate risk. |
| UI/UX Design Risk that fails standards | Low | High | Will need to implement design strategies to further ensure quality and functionality of design. |