# Monthly report

*September*

* Gantt Chart (V1, and V2) finalized by the client
* Budget (V1 and V2) finalized by the client
* Risk register Updated.
* Issue logged in Issue register
* Decision register updated
* Change requests update
* Benefits added
* Lessons learned added.
* Logo and colour palette finalized.
* Wireframes begun.

*Key Issues*

* Designers hired for wireframes have fallen two weeks behind schedule and struggle with the concept of wireframing.

## Decisions:

### Gantt Chart:

Client signed off on V1, due to budget change v2 was created and signed.

*Please see Github repo for full chart.*

### Budget:

Client signed off on V1, due to budget change v2 was created and signed.

*Please see Github repo for full budget.*

### Issue Register:

Serious issues with quality and output of work by some members are causing big issues in timing of product. Final product is close to becoming delayed significantly due to these members.

* Product owner could not contact team member
* Staff Member is not completing work to an acceptable standard

### Decision Register:

*Please see Decision Register in Control Book for further details.*

* Project requirements
* Gantt Chart Decided
* Budget decided
* New team member added to our project team.
* Change request has been approved
* Client Selected Colour Palette 'Funky Rainbow'.

### Change Requests:

*Please see Change Request form in Github Repo and page in Control Book for further details.*

* Budget Increased to $100,00
* New staff member added

### Benefits:

*See relevant page in control book.*

### Lessons Learned:

*See relevant page in control book.*

### Logo and colour palette:



A screenshot of a computer

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