

# SIT723 Research Project A



## Pass Task 4.1: Weekly Status Report

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### Overview of the task

In this task, you will provide a weekly status report of your research project. Provide an updated weekly plan with the milestones which you have achieved so far, and the ones that you plan to achieve in the upcoming week and until the end of the trimester. In this report, you should also provide your project worklog.

The weekly status reports are key for ensuring that your project is on track, and evaluate any hurdles on time. Any hurdles or risks for your project progress can also be noted in this weekly report. The weekly reports will further serve as an agreement with your supervisors on the tasks that need to be performed and facilitate aligning expectations in the project.

### Submission Details

Please use the template available on the CloudDeakin and OnTrack sites for this task. After completing the task as per the instructions given in the template, export your document into PDF format and then submit via OnTrack.

### Useful Information

- Each research project is unique, and can have a different path during the trimester. However, you can use the suggestive plan document as a benchmark to assess your project's progress.