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| **Project Status Report** |

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| Project Name | Rebuilt techno-pm.com | Project Summary - You can put a brief update about the project.  Example – The development is on track to finish on time. Planning activity for next phase have started. The quality assurance is delayed as the tester is on vacation. |
| Project Report Author | XYZ |
| Project Team Members | Swapnil Wale |
| Status Date | 12-Jan-2015 |

Is this an Individual Report or a Team Summary? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Project Key Parameters** | | Comments |
| Schedule | On-Track / **Delayed** / Off-track | The project is 45% complete. |
| Quality | On-Track / **Delayed** / Off-track | Test case prep is done. Execution in progress. |
| Scope | On-Track / **Delayed** / Off-track | All ok. |
| Budget | On-Track / **Delayed** / Off-track | **Total** : $400,000, **Spent** : $200,00, **Remaining** : $200,000 |
| Risks | On-Track / **Delayed** / Off-track | No major risks. |
| Issues | On-Track / **Delayed** / Off-track | No major issues. |

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| **Project Schedule** |
| 21 December  11 February  1 Aril  **Analysis** Fri 28 Nov - Thu 18 Dec  **Build** Fri 19 Dec - Thu 15 Jan  **Test Case Library** Fri 16 Jan - Thu 5 Feb  **Testing** Fri 6 Feb - Thu 12 Mar  **Implement** Fri 13 Mar - Thu 2 Apr  **Close** Fri 3 Apr - Thu 23 Apr  **Today** |

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|  | |  | **Tasks Completed This Week** | | | | |
| **Task** | **Task Description** | | | **Estimated Time to Complete** | **Actual Time to Complete** | **Owner** | **Status** |
| Item 1 | Description | | |  |  | Myself | open |
| Item 2 | Description | | |  |  | Myself | open |
| Item 3 | Description | | |  |  | Myself | open |
| Item 4 | Description | | |  |  | Myself | open |
| Item 5 | Description | | |  |  | Myself | open |

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|  | | **Tasks To Complete Next Week** | | | | |
| **Task** | **Task Description** | | **Date Needed** | **Estimated Time to Complete** | **Owner** | **Status** |
| Item 1 | Description | |  |  | Myself | open |
| Item 2 | Description | |  |  | Myself | open |
| Item 3 | Description | |  |  | Myself | open |
| Item 4 | Description | |  |  | Myself | open |
| Item 5 | Description | |  |  | Myself | open |

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| **Pain Points/Resolution Path** | | | | | |
| **Item** | **Item Description** | **Plans for Resolution** | **Date for Resolution** | **Owner** | **Status** |
| Item 1 | Description |  |  | Myself | open |
| Item 2 | Description |  |  | Myself | open |
| Item 3 | Description |  |  | Myself | open |
| Item 4 | Description |  |  | Myself | open |
| Item 5 | Description |  |  | Myself | open |

Reporter Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Advisor Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Advisor Signature Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_