# Progress Report

## Project Team #: 3

## Team Members: Chris Nocella, Matt Johnson, Trang Nguyen

## Reporting Period From: March 7, 2015 To: March 13, 2015

Overall Project Status: On Track

## Deliverables: Scope Document

### **Work Completed:**

### **Task Name Date Completed Summary Notes**

1. Project Scope N/A Still making changes

### **Work in Progress:**

### **Task Name Planned End Date Resources Assigned**

1. Prototyping JIM N/A BAs splitting JIM work

### **Work Schedule to begin:**

### **Task Name Planned Start Date**

1. Prototyping March 16, 2015

## Project Issues

###  **Descriptions Actions**

1. Software Make sure that all BAs have same version of JIM

## Project Risks:

###  **Description Actions**

1. Software If all members do not have same version, issues can arise
2. Software Making sure members are able to access the shared PT.

## Meetings

### **Meeting that have taken place:**

### **Description Date / Time Attendees**

1. Weekly Meeting February 7th – All PMs and BAs

### **Planned Meetings:**

### **Description Date / Time Attendees**

1. Weekly Meeting February 15th – All PMs and BAs