

Progress Report

Project Team #:5

Team Members: : Nick Robinson, Denisse Silva, John Stewart

Reporting Period From: 4/18/15 To: 4/26/15

Overall Project Status: On Track

Deliverables:

Work Completed:

Task Name	Date Completed	Summary Notes
1. BA Presentation	4/22/15	BA's did a good job presenting the project
2. BA Final Deliverables	4/26/15	All BA's are finishing up final deliverables.
3. PM Final Deliverables	4/26/15	All PM's are finishing up final deliverables.

Work in Progress:

Task Name	Planned End Date	Resources Assigned
1. None		

Work Schedule to begin:

Task Name	Planned Start Date
1. None	

Project Risks:

Description	Actions
1. Final Deliverables Not Completed	Meetings were held for both BA's and PM's over the weekend to assure all tasks were completed.

Meetings

Meeting that have taken place:

Description	Date / Time	Attendees
1. BA's Presentation Review	4/20/15	All BA's
2. PM's Deliverables Review	4/26/15	All PM's
3. BA's Deliverables Review	4/26/15	All PM's

Planned Meetings:

Description	Date / Time	Attendees
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N/A