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**Status Report**

|  |  |
| --- | --- |
| Project Status Report | Status:  Green: On track (within cost, schedule, scope, parameters)  Yellow: In jeopardy  Red: Off track |
| Submitted by: |  |
| Role: |  |
| Project name: |  |
| Reporting period: |  |
| Report date: |  |

|  |
| --- |
| Project Objective |
|  |

|  |  |
| --- | --- |
| Project Status | *Include color (green, yellow, red) and explanation* |
| Overall |  |
| Scope |  |
| Schedule |  |
| Budget |  |
| Other |  |

|  |  |
| --- | --- |
| Tasks | *Completed since last report* |
|  |  |
|  |  |
|  |  |

|  |  |
| --- | --- |
| Tasks | *Working on (Progress on these will be stated in next report)* |
|  |  |
|  |  |
|  |  |

|  |  |
| --- | --- |
| Issues/Risks | *State problem, status, and next steps* |
|  |  |
|  |  |
|  |  |

|  |  |
| --- | --- |
| Comments | *Include any lessons learned* |
|  | |