

WEEKLY PROJECT PROGRESS

Project:

Week Of:

TASK / MILESTONE	OWNER	STATUS	TIMELINE
Phase 1: Design Specification	Alex R.	On Track	Mon - Wed
Stakeholder Review Session	Sarah M.	Pending	Thursday
Database Architecture Setup	Jordan K.	At Risk	Mon - Fri
Documentation Draft	Alex R.	Completed	Tuesday

KEY BLOCKERS & RISKS

NEXT WEEK OUTLOOK

Project Management Template © Professional Print Series