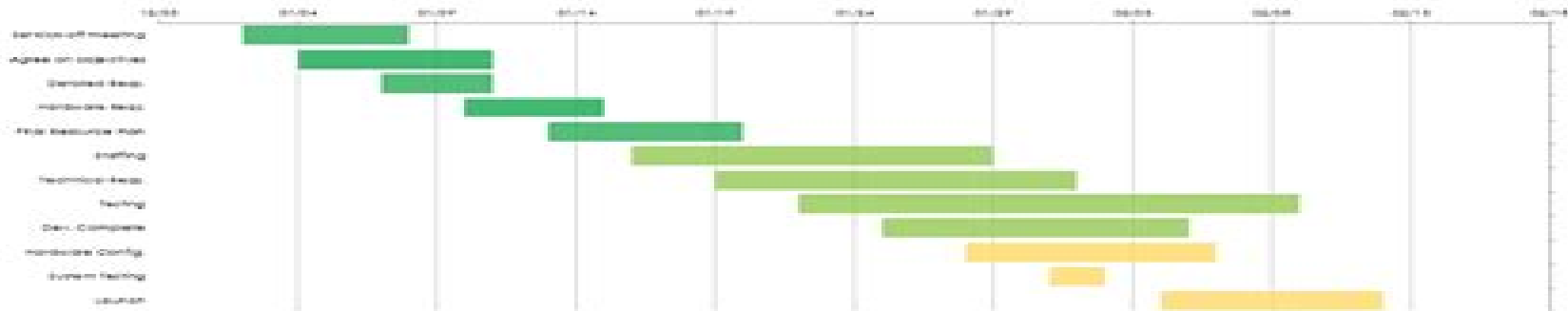


PROJECT STATUS REPORT DASHBOARD TEMPLATE

PROJECT NAME	DATE	PROJECT STATUS	% COMPLETE
	00/00/00		70%

TASK TIMELINE

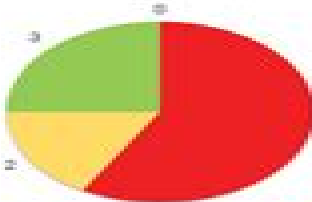


TASK STATUS %



1 High 1 Started 1 In Progress 2 Complete 3 Overdue 1 On Hold

TASK PRIORITY %



3 High 2 Medium 1 Low 7 Other

BUDGET



PENDING ITEMS



DASHBOARD DATA

TASK TABLE

TASK NAME	ASSIGNED TO	START DATE	END DATE	DURATION (days)	STATUS	PRIORITY	COMMENTS
Conduct off meeting		00/00	00/04	5	Complete	High	
Agree on objectives		00/04	00/07	3	Complete	Medium	
Detailed Design		00/07	00/10	4	Complete	Low	
Hardware Design		00/07	00/10	3	Complete	Low	
Final Resource Plan		00/07	00/10	3	Complete	Low	
Drafting		00/07	00/10	3	Overdue	High	
Technical Design		00/07	00/10	3	In Progress	High	
Testing		00/07	00/10	3	In Progress	High	
Dev. Complete		00/07	00/10	3	In Progress	High	
Hardware Config		00/07	00/10	3	On Hold	High	
System Testing		00/07	00/10	3	Not Started	High	
Launch		00/07	00/10	3	Not Started	Medium	

TASK STATUS %

STATUS	COUNT	%
Not Started	2	17%
In Progress	3	23%
Complete	6	42%
Overdue	1	8%
On Hold	1	8%
TOTAL	13	100%

BUDGET

PLANNED	60,000
ACTUAL	30,000

TASK PRIORITY %

PRIORITY	COUNT	%
High	7	54%
Medium	2	15%
Low	3	23%
	1	8%
TOTAL	13	100%

PENDING ITEMS

Decisions	5
Actions	2
Change Requests	4

# Project Status Sheet Template

**Richard M. Kesner**



## **Project Status Sheet Template:**

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