

Project Management Dashboard

Project Name: [Name]
Report Date [Date]
Project Status **On track**
Completed 27%

Tasks	Assigned To	Priority	Status
Set kick-off meeting	Alex B.		Complete
Agree on objectives	Frank C.	★	Complete
Detailed Reqs.	Jacob S.		Complete
Hardward Reqs.	Jacob S.	★	Overdue
Final Resource Plan	Jacob S.		In progress
Staffing	Alex B.	★	In progress
Technincal Reqs.	Frank C.		Not started
Testing	Kennedy K.	★	Not started
Dev. Complete	Jacob S.	★	Not started
Hardware Config.	Alex B.		Not started
System Testing	Kennedy K.	★	Not started
Launch			

