**ONE-PAGE MICROSOFT WORD**

**PROJECT STATUS REPORT**

|  |  |  |  |
| --- | --- | --- | --- |
| **PROJECT NAME** |  | **PROJECT NO.** |  |
| **PROJECT MANAGER** | **PERIOD COVERED** | **DATE OF****STATUS ENTRY** | **PROJECTED DATE****OF COMPLETION** |
|  |  |  |  |

PROJECT SUMMARY

|  |
| --- |
|  |

PROJECT OVERVIEW

|  |  |  |  |
| --- | --- | --- | --- |
| **CATEGORY** | **STATUS** | **DETAILS** | **COMMENTS** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Item 2

00/00-00/00

Item 3

00/00-00/00

Item 5

00/00-00/00

Item 1

00/00-00/00

Item 4

00/00-00/00

**CURRENT TIMELINE POSITION**

**00/00/0000**

**PROJECT START DATE**

**00/00/0000**

**PROJECT END DATE**

**00/00/0000**

KEY RISKS AND ISSUES

|  |  |  |  |
| --- | --- | --- | --- |
| **RISK / ISSUE NAME** | **STATUS** | **OWNER** | **DESCRIPTION** |
|  |  |  |  |
|  |  |  |  |
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