

Subject: Flash Report	Project: <i>Project name</i>
Author: <i>Manager</i>	Week concerned : <i>S40</i>
Responsible(s) Name	Participant(s) Company / Department
▪ <i>Manager</i>	▪ Project Management
Diffusion : <i>Followers, Sponsor</i>	

Project Situation Overview

Part	Indicator	Comments
▪ Status		▪ Comments
▪ Health Status		▪ Comments
▪ Trend		▪ Comments
▪ OverAll Progress		▪ Comments
▪ Cost Margin %		▪ Comments

: no identified issues

: identified issues – Solutions are identified and actions are taken to minimize impacts

: major issue(s) – Require management decision

Project Progress (*Screen shot of progress project*)

Progress

	validated	planned	real		requested
start date :	30/09/2016	30/09/2016	30/09/2016		30/09/2016
end date :	23/02/2018	22/12/2017			31/01/2017
duration :	357 d	312 d			80 d
	validated	assigned	real	left	reassessed
work :	1 540 h	1 453,5 h	1 168,02 h	352,78 h	1 520,8 h
cost :	289 340 €	73 970,25 €	60 233,31 €	18 734,59 €	78 967,9 €
expense :	0 €	87 250 €	35 092 €	37 100 €	72 192 €
reserve :				0 €	
total cost :	289 340 €	161 220,25 €	95 325,31 €	55 834,59 €	151 159,9 €
progress :	77 %	expected : 76 %		wbs : 111	
margin :	19,2 h 1 %		138 180,1 € 48 %		
priority :	500				

Realized Activity (Done Status On Week S40)

Type : PM = Project Management GD = Graphic Design IT = IT Development CR = Change Request

RC = ReCommendation MT = MeeTing PR = PRoposal ST = Statement

# Activi ty	Type	Created Date	Responsable	Description	Due Date
Parent Activity					
#251	IT	01/01/2008	EDI / MWI	▪ Référencement Définition macro des besoins	
Parent Activity					
	GD	02/01/2008	EDI / KGO	▪ Templates : ○ Production des 5 templates restants ○ Envoi des templates pour validation Client	09/01/2008
Parent Activity					
	PM	31/12/2008 04/01/2008	EDI / MWI	▪ Point Projet Hedbomadaire : ▪ Alerte quant au choix de l'outil de Statistiques ▪ Envoi d'une recommandation sur le Référencement	
Parent Activity					
	IT	30/01/2008	MWI	▪ Landing Pages La production des landing pages se fera en v2	

Realized Tickets (Done Status on week S40)

Type : PM = Project Management GD = Graphic Design IT = IT Development CR = Change Request

RC = ReCommendation MT = MeeTing PR = PRoposal ST = Statement

Type	Date	Collaborators involved	Description	Due Date
IT		SBER	▪ Problème de serveur ○ Serveur instable pendant 5 j (du 31/12/2007 au 04/01/2008) ○ Nécessité de mettre en place un système de backup	07/01/2008
GD		KGO	▪ Template graphiques ○ En attente de validation	09/01/2008

Issues

Type : PM = Project Management GD = Graphic Design IT = IT Development CR = Change Request
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Type	Date	Collaborators involved	Description	Due Date
IT		SBER	▪ Problème de serveur ○ Serveur instable pendant 5 j (du 31/12/2007 au 04/01/2008) ○ Nécessité de mettre en place un système de backup	07/01/2008
GD		KGO	▪ Template graphiques ○ En attente de validation	09/01/2008

Realized Actions (Done Status on Week S40)

- Type : GD = Graphic Design IT = IT Development PM = Project Management
- Status : IP = In Progress NO = Not Open

Order Nr	Type	Subject	Responsible	Status	Due date
1	PM	Livraison des spécifications techniques pour le référencement	EDI	Done	<i>to be defined</i>
2	GD	Validation des templates graphiques	SBER	NO	09/01/2008
3	PM	Prochain Flash Report à transmettre aux participants	EDI	NO	14/01/2008

Questions W/O Answers

Order Nr	Type	Subject	Responsible	Status	Due date
1	PM	Livraison des spécifications techniques pour le référencement	EDI	Done	<i>to be defined</i>
2	GD	Validation des templates graphiques	SBER	NO	09/01/2008
3	PM	Prochain Flash Report à transmettre aux participants	EDI	NO	14/01/2008