

Weekly Project Status Report

<Date>

Project ID / name			
Project manager			
Delivery Quality Pulse trend			
Status	Scope 	Schedule 	Budget 

Green = As planned Yellow = Delay / Issues Red= Actions needed

Summary		Next DP	<DP1>
Results last period			
Activities next period			
Active risks			
Budget	<Budgeted, Actual, Invoiced, Forecast>		
Items to be decided or escalated			
Key deliveries	Status	Baseline date	Actual / Forecast date