Work Package Status Report

Date:

Work Package:

Author:

## Accomplishments

Please report accomplishments to elaborate on the project plan activities, and report any accomplishments that are not reflected in the project plan.

## Issues

Please list the current and upcoming issues and risk for your work package. High light any external issues that need escalation.

## Current and near Future Variances in Project Plan

Please list the reason for the variances in the status vs. the project plan, and any expected changes you perceive in the near future.