Illustrative sample using fictional data. Not a client project or evidence of results.

Project Status & Action Dashboard

Fictional internal systems project | Status at the end of Week 4

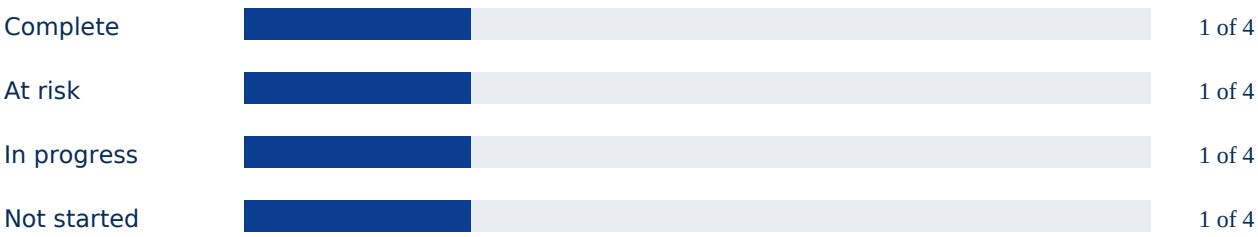
Management snapshot

Reporting rule: completion is counted only when a milestone has been accepted. One of four milestones is complete (25% by count). This is not an earned-value or overall physical-progress calculation.

There are three open risks, three open actions and two pending decisions in this fictional snapshot.

Milestone status

Milestones by status - fictional data (4 total)



Milestone	Planned window	Status	Accountable role
M1 - Requirements approved	Weeks 1-2	Complete	Business sponsor
M2 - Data mapping accepted	Weeks 3-4	At risk	Data lead
M3 - User validation accepted	Weeks 5-6	In progress	Operations lead
M4 - Handover accepted	Week 7	Not started	Project manager

Reading the dashboard

At risk means the planned acceptance is threatened and needs a decision or recovery action. In progress is not proof of schedule compliance. Week numbers are relative planning assumptions, not promised delivery dates.

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Project Status & Action Dashboard - continued

Open risks

ID / rating	Risk	Role owner	Response to review
R1 / High	Source data definitions remain unresolved.	Data lead	Resolve definitions before M2 acceptance.
R2 / Medium	User reviewers have limited availability.	Operations lead	Agree review slots before Week 5.
R3 / Medium	Support ownership is not confirmed.	Project manager	Agree support role before handover.

Open actions

ID	Action	Role owner	Target
A1	Propose data-definition options.	Data lead	Week 5
A2	Confirm user review slots.	Operations lead	Week 5
A3	Draft handover responsibilities.	Project manager	Week 6

Pending decisions

ID	Decision required	Decision role	By
D1	Accept or revise the M2 milestone window.	Business sponsor	Week 5
D2	Confirm the support ownership model.	Business sponsor	Week 6

Next review

Review A1 and D1 together, then update the milestone plan. The dashboard records visibility and responsibility; it does not imply that any risk has been resolved.