Project Status Report Template

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| Project Name : |  |  | Client Name: |  |
| Project Manager: |  |  | Report Period: |  |
| Project Sponsor: |  |  | Report Date: |  |

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| **Overall Project Status** | | |
| Budget |  | Write here |
| Scope |  | Write here |
| Schedule |  | Write here |

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| **Risks** |
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| **Issues** |
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| **Help Required** |
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| **Forecast** |
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| **Comments** |
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