

# Progress Against Work Plan Chart

Task / Milestone	Planned Start	Planned End	Responsible	Progress	Status
Project Kick-off Meeting	2024-06-01	2024-06-01	Project Lead	<div><div></div></div>	Completed
Requirements Gathering	2024-06-03	2024-06-10	Analyst	<div><div></div></div>	On Track
Design Documentation	2024-06-11	2024-06-18	Designer	<div><div></div></div>	In Progress
Development Phase 1	2024-06-19	2024-07-10	Dev Team	<div><div></div></div>	Delayed
User Testing	2024-07-12	2024-07-15	QA Lead	<div><div></div></div>	Pending

## Important Notes

- This chart provides a visual snapshot of project progress against planned milestones.
- Regular updates are important to reflect the current status accurately.
- Helps stakeholders quickly identify areas needing attention or support.
- Ensure consistency in evaluating progress across different tasks.
- Use objective metrics to assess completion for transparent reporting.