MonteAqua e-services inception report

# Project Summary

|  |  |  |
| --- | --- | --- |
| Report date | Project Name | Prepared By |
| Date | MONTEAQUA E-SERVICES | <insert name> |

# Status Summary

<initial findings, progress in collecting data, any difficulties encountered or expected in addition to the work programme and staff travel>

# Project Overview

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| task | % Done | Due date | Indicator | notes |
| Communication platform structure |  |  |  |  |
| Communication platform functionalities |  |  |  |  |
| Communication platform attributes |  |  |  |  |
| User’s feedbacks |  |  |  |  |
| Profile page structure |  |  |  |  |
| Dashboard structure |  |  |  |  |
| WEB hosting |  |  |  |  |
| WEB portal structure |  |  |  |  |
| WEB portal functionalities |  |  |  |  |
| User’s feedbacks |  |  |  |  |
| Video documentaries concept |  |  |  |  |
| <insert new if needed> |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

# Risk and issue history

|  |  |  |
| --- | --- | --- |
| issue | ASSIGNED TO | DATE |
|  |  |  |
|  |  |  |
|  |  |  |

# CONCLUSIONS/RECOMMENDATIONS

<Insert your text>