



Weekly Project Status Report

Landing an Entry-Level IT Job

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Basic Information

Reporting Period:	Week 8: Oct 13- 20, 2025
Project Name:	Landing an Entry-Level IT Job
Project Goal:	This project aims to enhance my knowledge of the fundamental requirements in IT. This will also showcase the badges and certificates I have attained to improve my resume.
Project Manager:	Alejandro Diaz



Project Health



ON TRACK

Executive Summary: This past week, I have made changes to my status report to coincide with the goals my professor has suggested. I included two new deliverables to support my job search and establish connections with prospective employment opportunities. From this point forward, I can begin working towards completing my objectives.



Accomplishments This Week

- ✓ Restructured goals to fit professor's needs.
- ✓ Created two new deliverables
- ✓ Researched the entry-level job requirements



Plan for Next Week

- Complete job research in possible employment opportunities
- Meet weekly with network to enhance bond experience

3. → continue plowing through the networking basics path

Upcoming Milestones

Milestone	Target Date	Status
refine project deliverables	10/16/2025	ON TRACK
research AltaMed helpdesk technician I	10/12/2025	ON TRACK
Complete module 3 Networking basics	10/11/2025	ON TRACK

Issues & Risks / Mitigations

No issues or risks to report

No issues or risks identified for this reporting period.

Changes Since Last Report

Change #1:

Date: 2025-10-07

Description: I combined the deliverables about certifications and badges, so that the majority of my project consists of helping me get a job. I included two new deliverables related to securing a job, which involved conducting job research and making connections within my network to facilitate job opportunities.

Reason / Impact if not made: This change was necessary so that my charter wouldn't focus solely on certifications and portfolios. If I hadn't changed it, then it wouldn't have helped me achieve my goal of getting a job. This would be detrimental to my getting a job.