

Project Progress Log Form

Project Name:

Project Manager:

Date:

Team Members:

Milestone / Task Progress

Milestone/Task	Assigned To	Planned Start Date	Planned End Date	Actual Start Date	Actual End Date	Status	Remarks
<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	Not Started ▾	<div></div>

Issues / Risks

Issue / Risk	Description	Impact	Responsible	Mitigation / Action	Status
<div></div>	<div></div>	Low ▾	<div></div>	<div></div>	Open ▾

General Comments / Next Steps

This sample project progress log form helps engineering teams to systematically track milestones, tasks, and issues, facilitating efficient communication and accountability.