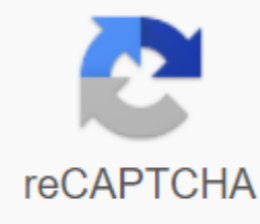




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A one-page project report provides an update on the status of the project, like other project reporting formats, with the aim of allowing recipients to quickly capture project status at a glance. Download the best free templates here. Basically summarizing and documenting the status of a project related to information technology, this specific report is a useful tool that provides the history of the project which can later be reviewed to track progress, conduct evaluations and review the project. How to write and a template here. Progress reporting is another type of popular report, it may not be entirely about project or business progress but it can also record an individual's progress. Check out the best methods and free samples for daily progress reports, weekly progress reports, and monthly progress reports (click on each link to check the relevant articles with free samples). 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Right now, a new status report is added, participants with View permissions can view it in real time. Step 3 (Optional): Create a report and export it to a PDF. (Skip this step if you share status reports online and don't print them.) Click Create report. Make! Get started now: Make project reporting easier with autofill: Fields such as date, name, report type, and format are automatically inserted by the software. Report auto-ast over- Reports created by your team members can be easily integrated. Save time with an automatic layout: There's no need to spend hours in Word or Excel perfecting the layout of your report as it exports your updates to a beautifully created file with a few clicks. Rest assured with automatic reminders: No one forgets to fill out their status reports because ProsperForms automatically sends timely reminders according to the schedule you've chosen. 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