# Templates for Project Reporting

## Sprint Progress Report

**Title:** Sprint Progress Report – [Team Name]  
**Date:** [DD/MM/YYYY]

**1. Sprint Goals:**

* [List objectives for the sprint]

**2. Tasks Completed:**

* [Task 1]
* [Task 2]

**3. Challenges Faced:**

* [List any blockers]

**4. Next Steps:**

[Outline upcoming tasks]

## Deployment Report

**Title:** Deployment Report – [Project Name]  
**Date:** [DD/MM/YYYY]

**1. Deployment Summary:**

* AI Model / MQTT Service deployed to [Environment]

**2. Deployment Steps:**

* Step 1: [Description]
* Step 2: [Description]

**3. Deployment Verification:**

* Test Cases Run: [List of tests]
* Issues Found: [Yes/No]

**4. Next Actions:**

[Planned improvements]