

# Weekly Project Status

Acme Inc. · All active Box projects · Generated automatically

## Executive Summary

This week your portfolio of 12 active projects is in mixed health. **4 projects are on track** and progressing normally. **3 projects are at risk** due to slow reviewer response times. **Website Relaunch is blocked** — 2 team members have not responded to review tasks in 4+ days, putting the June 15 go-live date at risk. Immediate action is recommended on the copy review and legal review tasks.

## At a Glance

<b>12</b> Active projects	<b>4</b> On track	<b>3</b> At risk	<b>1</b> Blocked	<b>6</b> Open blockers
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## Blockers — Needs Immediate Attention

The following tasks have team members who have not responded. Each one is delaying project progress.

Project	Task	Waiting on	Days	Status
Website Relaunch	Final copy review	Jake L., Sarah K.	4 days	BLOCKED
Website Relaunch	SEO metadata	Marcus T., Dana R.	3 days	BLOCKED
Q3 Report	Data validation	Rachel L.	7 days	BLOCKED
Q3 Report	Executive sign-off	James O.	5 days	BLOCKED
Annual Review	Content approval	Priya M.	4 days	AT RISK
Annual Review	Budget section	Dan C.	3 days	AT RISK

## All Projects

Project	Owner	Progress	Last Activity	Status
Brand Refresh	Sarah K.	78%	Jun 5, 2026	ON TRACK
Product Launch	James O.	90%	Jun 5, 2026	ON TRACK
Onboarding Docs	Sarah K.	60%	Jun 4, 2026	ON TRACK
Client Portal v2	Marcus T.	45%	Jun 3, 2026	ON TRACK

Q3 Report	Marcus T.	55%	Jun 4, 2026	AT RISK
Annual Review	Dana R.	25%	May 30, 2026	AT RISK
Marketing Site	Priya M.	70%	Jun 2, 2026	AT RISK
Website Relaunch	Priya M.	42%	Jun 2, 2026	BLOCKED

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