

# MONTHLY PRODUCTION REPORT



## GAME TITLE

Month  
Author

## CONTACTS

PROJECT LEAD	Name of PL (Team)
PRODUCER	Name of PRD (Publ.)
MARKETING	Name of MR (Publ.)

## EXECUTIVE SUMMARY

### PROGRESS THIS MONTH

- Bullet Points of major goals achieved this month

### MAJOR GOALS NEXT MONTH

- Bullet Points of major goals for next month

### OCCURED PROBLEMS & METHODS OF RESOLUTION

- Description of occurred problems
  - ➔ Description of potential/planned solutions



TOP-TEN RISK-LIST			
NO.	RISK	MITIGATING ACTION	RESPONSIBLE
1.	<b>Risk 1:</b> Description...	Description	Who?
2.	<b>Risk 2:</b> Description...	Description	Who?
3.	<b>Risk 3:</b> Description...	Description	Who?
4.			
5.			
6.			
7.			
8.			
9.			
10.			