

[previous](#) [Home](#) [next](#)

2.02.08 State (Degree of Completion)

The **State** form allows assigning key data/figures for the project's progress. This data can be used for any report date. The project status is determined from the difference of the target/performance comparison to the degree of completion of a project.

Tip: For more on this subject see chapter [4.2.07 Estimations](#).

This screenshot shows a legacy application window titled 'Fertigstellung DS09-A 75,00'. The window has a menu bar with 'Dokument', 'Bearbeiten', and 'Ansicht'. Below the menu bar are tabs for 'Stammblatt', 'Sonstiges', and 'Alle'. The main form contains the following fields:

- Nummer:** DS09-A
- Projekt:** DS09 Einführung Risikomanagement
- Berichtsdatum:** 19.04.2006, with navigation icons (back, forward, calendar, print).
- Fertigstellung:** 75 %
- Mitarbeiter:** Schaub Peter, with a dropdown arrow and icons for copy, paste, and delete.
- Bemerkung:** A large text area for notes.

This screenshot shows a modern application window titled 'State 3-A 75,00'. The window has a menu bar with 'Document', 'Edit', 'View', and 'Back references'. Below the menu bar are tabs for 'Master data' and 'Misc'. The main form contains the following fields:

- Number:** 3-A
- Project:** 3 Introduction Projectile
- Report date:** 14.10.2009, with a calendar icon and a dropdown arrow.
- State:** 75 %
- Employee:** Conner Jane, with a dropdown arrow and icons for copy, paste, and delete.
- Note:** A large text area for notes.

The document type consists of the following elements:

- **Number:** This alphanumerical field specifies a unique number for the degree of completion.
- **Project:** In this field the respective project is selected, to which an estimation regarding the degree of completion is made. The projects can be defined and modified in the project form.
- **Report Date:** This field specifies the report date, to which the estimation regarding the degree of completion is made. This field is automatically occupied with the current date from the system.
- **Completion:** The field degree of completion specifies the estimated project's degree of completion in percent, on the respective report date.
- **Employee:** This field specifies the employee, who estimated the degree of completion. Employees can be administered in the employee form.
- **Comments:** This field is designated for comments concerning the degree of completion.

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