

ABSTRACT

This Final Project aims to develop and maximize the use of Google Sheets by the Project Management Officer in the OSS-RBA project at PT Telkom Indonesia. This project is driven by the need to enhance project management with standardized progress status tracking and progress prediction visualization. The methodology used by the PMO is Agile, which can adapt and provide the flexibility needed to meet priority requirements. The optimization and development of Google Sheets have resulted in effective and efficient standardization of progress status tracking, as well as the visualization of data on the "Progress Prediction" page, aiding in informed decision-making for the PMO and ensuring the continuity of the OSS-RBA project development at PT Telkom Indonesia. The implementation has streamlined development administration for the OSS-RBA Project, facilitated the PMO in monitoring the percentage of progress impacted by status shifts, and improved decision-making efforts to elevate the progress status.

Keywords: Google Sheet, Project Management Officer, OSS-RBA, PT Telkom Indonesia