**Status Accounting**

Process for monitoring the implementation, issues, documentation regarding the changes produced on the baseline triggered by the change request.

Rules:

1. If the time is over and the implementation is not finished, a report of the main issues found, the context and the current outcomes should be provided.
2. If the budget is lower than estimated, the unfinished features should be reported, also the percentage of features completed.
3. If there are features non-implemented after the estimated time and budget, an analysis about what required skills are missing at the developers’ team.
4. Weekly meetings about the implementation of features on CRs. To retrieve:

* Status of the implementation
* Issues found on CRs
* Record the agreements, tasks assignments.

1. At the end of the implementation a final report must be written including the following information

* Changes implemented to the baseline
* A chart of time of implementation regarding the expected time and the performed time
* A chart of budget regarding the scheduled budget and the budget used on the implementation
* An analysis of issues found across the life of implementation of the CR

Process for status accounting

* Faster implementation
* Planned implementation
* Lower implementation

**Process Faster Implementation:**

* Update the baseline based on the CR information
* Prepare a final report with the following information:
  + Final state of the CR implementation (completed, timeout, budget reached, pause, discarded).
  + Make a comparative table of the tasks performed, indicating the estimated time and the implementation time.
  + Based on the comparative table, indicating which of the activities were carried out before the estimated time and what was the reason.
  + A chart of budget regarding the scheduled budget and the budget used on the implementation.
  + An analysis of issues found across the life of implementation of the CR.

**Process Planned Implementation:**

* Update the baseline based on the CR information
* Prepare a final report with the following information:
  + Final state of the CR implementation (completed, timeout, budget reached, pause, discarded).
  + A chart of time of implementation regarding the expected time and the performed time.
  + A chart of budget regarding the scheduled budget and the budget used on the implementation.
  + An analysis of issues found across the life of implementation of the CR.

**Process Lower Implementation:**

* Update the baseline based on the CR information
* Make a report of the main issues found:
  + Problem encountered.
  + Problem reason.
  + Problem status (if resolved, resource cost).
* Prepare a final report with the following information:
  + Final state of the CR implementation (completed, timeout, budget reached, pause, discarded).
  + Indicate the percentage of CR achieved.
  + A chart of time of implementation regarding the expected time and the performed time.
  + Indicate the tasks that exceeded the estimated time and indicate the reasons
  + A chart of budget regarding the scheduled budget and the budget used on the implementation.
  + An analysis of issues found across the life of implementation of the CR.

Status Accounting Report

1. Date of CR approval.
2. CR description and ID.
3. CI (Requirements, design, code, previous baseline): version.
4. Involved people (Names and roles).
5. Estimated budget.
6. Estimated time.
7. Estimated people (Roles).
8. Performed budget.
9. Performed time.
10. Performed of human resource.
11. Issues (delay, weaknesses, communications, technical issues, vulnerabilities)
    1. Description of the issue
    2. Author
    3. Involved personnel
    4. Risk
    5. Possible solutions
    6. Outcome (solved, unsolved, addressing)
12. Outcome of the implementation of the CR

Status accounting report

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| --- | --- | --- | --- | --- |
| Approval date: | 11/18/2022 |  | ID: | CR-002 |
| Description: | The Mexican agricultural office, requests to all farmers evidence of sanity of product before the shipment to clients, the client expects that the system provides reports on lemon tree health. | | | |
| Configuration items: | Requirements:   * RF-018   Design: | | | |
| Involved people: | Project Owner:   * Rodolfo Omar Dominguez Garcia   Project Management:   * Rodolfo Omar Dominguez Garcia   Programmer:   * Oscar Arnulfo Vargas Rivera | | | |
| Estimated | Time:   * 2 Weeks   Budget:  People:   * Project management * Programmer | | | |
| Performed: | Time:   * 2 Weeks   Budget:  Human Resource: | | | |
| Total Issues: | 0 | | | |
| Outcome | success | | | |

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| Approval date: | 11/18/2022 |  | Issue-ID: | I-001 |
| CR-ID: | CR-002 |
| Description: | The Mexican agricultural office, requests to all farmers evidence of sanity of product before the shipment to clients, the client expects that the system provides reports on lemon tree health. | | | |
| Issues: | | | | |
| Author |  | | | |
| Involved personal: |  | | | |
| Risk: |  | | | |
| Possible solutions: |  | | | |
| Outcome: |  | | | |