

Issue Resolutions:

Issue-1

Issue Summary : Task splits caused delays in project schedule

Issue Description : The ABC project manager has split tasks to advance project schedule, inturn caused ambiguities and delays

Issue Resolution: Setting priorities to the team member and bringing in new team members to bring back the project on track. Setting priorities help to achieve tasks and track progress.

Issue-2

Issue Summary : Shortage of resources

Issue Description : Key team player out flu for 3 days

Issue Resolution: Lending resources from other team to compensate the time off and keeping the project on track

Issue-3

Issue Summary : Component Error

Issue Description : Early development component are running with error

Issue Resolution: Working on with the expert tech lead to debug the issues and resolving conflicts, also QA is working closely with developer to test the module and assuring bug free.

Risk Contingency Plan

Risk-1 : StakeHolders are unavailable to answer the queries raised by the dev & QA team

Resolution Plan: Create a slack channel or email thread to communicate effectively with SLA and if no response follow the escalation path

Contingency Plan: Referring SLA's previous project and modules to gather the commonalities and document the approach.

Risk-2 : SLA's system/ application is up or down once or twice a day causing delays

Resolution Plan: Create a slack channel or email thread to communicate effectively to follow up in down time and keep track of down time in an excel spreadsheet

Contingency Plan: Work on alternate test strategy and test plan when application is down