**Issue Log Template**

**Issue Log**

**Company Name : Google**

**Street Address : San Francisco**

**Country: USA**

**Date: 2021-06-13**

**Issue Log with Explanations:**

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|  | Issue Log | | | | | | | | |
|  | Project: Web Sales Program | | | | | | | Date: 2021-06-01 | |
| ID | Issue | Description | Priority  (H, M, L) | Category | Reported By | Assigned To | Status | Date Resolved | Resolution/ Comments |
| 001 | Task splits caused delays in project schedule | The ABC project manager has split tasks to advance project schedule, inturn caused ambiguities and delays | High | Technology | Aradhna Rajendran | James Swift | The project is behind schedule - 2 weeks | 2021-06-13 | Worked with multiple additional resources to bring the project on track |
| 002 | Shortage of resources | Key team player out flu for 3 days | Medium | Resources | Aradhna Rajendran | Brandon M | The project is behind schedule | 2021-06-13 | Working on finding additional resources |
| 003 | Component Error | Early development component are running with error | Medium | Technology | Aradhna Rajendran | White C | Debugging the issue and project is on track | 2021-06-13 | Debugging with expert resources |