**SQA阶段报告**

编号：

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| 软件名称/代号 | | | | |  | | | | | 阶段名称 | | | | | |  | | |
| SQA人员 | | | | |  | | | | | 阶段起止时间 | | | | | |  | | |
| 报告日期 | | | | |  | | | | | | | | | | | | | |
| 软件过程活动评价 | | | | | | | | | | | | | | | | | | |
| 记录序号 | | 活动 | | | | | | 评审工作量（人时） | | | | | 不符合项数量 | | | | 评价时间 | |
| 1 | |  | | | | | |  | | | | |  | | | |  | |
| 2 | |  | | | | | |  | | | | |  | | | |  | |
| .. | |  | | | | | |  | | | | |  | | | |  | |
| 软件工作产品评价 | | | | | | | | | | | | | | | | | | |
| 记录序号 | | 工作产品 | | | | | 审核工作量（人时） | | | | 不符合项数目 | | | | | | 评价时间 | |
| 1 | |  | | | | |  | | | |  | | | | | |  | |
| 2 | |  | | | | |  | | | |  | | | | | |  | |
| … | |  | | | | |  | | | |  | | | | | |  | |
| SQA工作量 | | | | | | | | | | | | | | | | | | |
| 工作产品评价（人时） | | | | 过程活动评价（人时） | | 其它SQA活动（人时） | | | 实际总量（人时） | | | 计划总量（人时） | | 偏移（%） | | | 备注 | |
|  | | | |  | |  | | |  | | |  | |  | | |  | |
| 不符合项统计 | | | | | | | | | | | | | | | | | | |
| 不符合项  所属类型 | | | | 总数 | | 上报数 | | | 未关闭数 | | | | | 未关闭比例（%） | | | 备注 | |
| 活动 | | | |  | |  | | |  | | | | |  | | |  | |
| 产品 | | | |  | |  | | |  | | | | |  | | |  | |
| 汇总 | | | |  | |  | | |  | | | | |  | | |  | |
| SQA计划变更统计 | | | | | | | | | | | | | | | | | | |
| 序号 | | | 变更次数 | | | 变更主要原因描述 | | | | | | | | | | | 备注 | |
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| 未关闭问题汇总 | | | | | | | | | | | | | | | | | | |
| 序号 | 问题描述 | | | | | | | | | | 提交日期 | | | | 预计解决日期 | | | 责任人 | |
|  |  | | | | | | | | | |  | | | |  | | |  | |
| 分析总结：（含质量趋势分析） | | | | | | | | | | | | | | | | | | |