软件项目工作周报

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| 填报人 | |  | 填报时间 |  | | |
| 所在部门 | |  | 时间结点 |  | | |
| 本周进度 | 已完成事项 |  | | | | |
| 待完成事项 |  | | | | |
| 原因及对策 |  | | | | |
| 下周计划 | 编号 | 计划工作内容 | | | 完成时间 | 备注 |
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| 资源需求 | 编号 | 所需资源 | | | 备注 | |
|  |  | | |  | |
|  |  | | |  | |
| 备注 |  | | | | | |