软件问题报告单（SPR）

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| 软件问题报告单 | | | | | | | | | | | | | 登记号 | | | | | A | | | | | | | |
| 登记日期 | | | | | B 年 月 日 | | | | | | | |
| 发现日期 | | | | | C 年 月 日 | | | | | | | |
| 项目名 | | | D | | | | | 子项目 | | E | | | | | | | 代号 | | | F | | | | | |
| 阶段名 | | 软件定义□ | | 需求分析□ | 概要设计□ | 详细设计□ | 编码测试□ | | 组装测试□ | | 安装验收□ | 运行维护□ | | 状态 | 1 | | | 2 | 3 | | 4 | 5 | 6 | 7 | |
| 报告人 | | | 姓名 | |  | | | | | | | 电话 | |  | | | | | | | | | | | |
| 地址 | |  | | | | | | | | | | | | | | | | | | | | |
| 问题：G 例行程序□ 程序□ 数据库□ 文档□ 改进□ | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | 子例行程序/子系统：H | | | | | | | | 修改版本号：I | | | | | | | 媒体：J | | | | | | | | |  |
|  | 数据库：K | | | | | | | | 文档：L | | | | | | | | | | | | | | | |  |
|  | 测试实例：M | | | | | | | | 硬件：N | | | | | | | | | | | | | | | |  |
|  | | | | | | | | | | | | | | | | | | | | | | | | | |
| 问题描述/影响：O | | | | | | | | | | | | | | | | | | | | | | | | | |
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|  | | | | | | | | | | | | | | | | | | | | | | | | | |
| 附注及修改建议：P | | | | | | | | | | | | | | | | | | | | | | | | | |
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