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|  | | **Acta de inicio** | **Minutas de juntas internas** | **Diagrama de Actividades**  **Único** | | **Hoja de recursos y presupuestos** | | **Bitácora** | | **Matriz de cambios** | | | **Plan de proyecto** | **Acta de cierre** |
| Involucrado | Rol en el proyecto |
| **Único** | **Quincenal** | |  | | **Por Modificación** | | **Semanal** | | **Por Modificación** | **Único** | | **Único** |
| Jairo Daniel Pérez | Cliente |  |  |  | |  | |  | |  | | |  |  |
| José Eduardo Soreque Ávila | Administrador de proyecto |  |  |  | |  | |  | |  | | |  |  |
| Mayrani Reyes Galán | Engangament Management |  |  |  | |  | |  | |  | | |  |  |
| Jairo Daniel Pérez | Tester |  |  |  | |  | |  | |  | | |  |  |
| Óscar David López Bárcenas | Analista |  |  |  | |  | |  | |  | | |  |  |
| Mayrani Reyes Galán | Documentador |  |  |  | |  | |  | |  | | |  |  |
| Óscar David López Bárcenas | Documentador |  |  |  | |  | |  | |  | | |  |  |
| Erick Antonio Mejía Meza | Diseñador |  |  |  | |  | |  | |  | | |  |  |
| Mayrani Reyes Galán | Diseñador |  |  |  | |  | |  | |  | | |  |  |
| Óscar David López Bárcenas | Programador |  |  |  | |  | |  | |  | | |  |  |
| Erick Antonio Mejía Meza | Programador |  |  |  | |  | |  | |  | | |  |  |

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| Símbolo | Significado |
|  | Documento de texto |
|  | Hoja de cálculo |
|  | Vía Correo Electrónico |
|  | De conocimiento obligatorio |

