This document presents a Software Configuration Management policy regarding project accounting status which establishes clear guidelines for measuring, controlling and adjusting resources, such as time, money, effort and team skills, after estimation.

**Time scales, budget, effort and human resources**

**General guidelines**

* Time and budget are expressed in percentage reference values.
* The effort is expressed according to the technical complexity of the tasks as follows:

Low: Routine or well-defined tasks.

Medium: Moderate challenges requiring analysis and design.

Difficult: Complex tasks that may involve research and creative solutions.

Too difficult: Very complex challenges, possibly without clear solutions initially.

* Human resources are expressed in terms of team skills as follows:

Junior: Team members in the early stages of their careers, requiring supervision and training.

Semi Senior: Intermediate experience, can handle moderately complex tasks with some autonomy.

Senior: Experienced professionals, capable of addressing complex challenges and leading teams.

* The scales are presented taking into account the main stages of the life cycle of a software development project: planning, design and implementation, testing and maintenance.

**TIME**

Planning: 10-15%

Design and Implementation: 50-60%

Testing: 15-20%

Maintenance:5-10%

**BUDGET**

Planning: 5-10%

Design and Implementation: 50-60%

Testing: 15-20%

Maintenance:5-10%

**EFFORT**

Planning: Low to Medium. In this stage, tasks such as defining requirements and planning resources are performed.

Design and Implementation: Medium to Difficult. Code development, architecture design and functionality creation.

Tests: Medium to Hard. Creation of test cases, execution and error correction.

Maintenance: Low to Medium. Updates, bug fixes and improvements.

**HUMAN RESOURCES**

Planning: Senior to lead planning. Semi Senior and Junior to assist with specific tasks.

Design and Implementation: Mix of Semi Senior and Senior to lead the development.

Junior and Semi Senior for specific tasks and learning.

Tests: Semi Senior and Junior for test execution. Senior for designing testing strategies and problem solving.

Maintenance: Senior and Semi Senior to lead maintenance. Junior and Semi Senior for specific tasks and assistance.

**Scope of software configuration status accounting**

Below is a compliance report on the status of accounting with respect to the previously established policies, taking into account time, budget, effort and human resources of the APPROVED change requests.

This table contains the calculation of budget, time, effort and human resources of the approved change requests, as well as their totals.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **C.R.** | **Budget** | **time** | **HR** | **Team Skills ( HR)** | **Effort** | **Effort according to to complexity** |
| CR1 | 1.77% | 2.36% | 1 | Senior | 5.2% | Medium |
| CR3 | 13.13% | 5.83% | 3 | 1 Semi senior, 1 senior, 1 junior | 9.8% | hard |
| Total | 14.9% | 8.19% | 4 | 2 senior, 1 semi-senior, 1 junior | fifteen% | Medium to hard |

Taking into account that the calculation of effort, time, human resources and budget of the approved requests (CR1 and CR3) correspond to the Design and Implementation stage, to compare whether the values are appropriate with respect to the policy, the scales of the 4 indicators in the Design and Implementation stage. Therefore, the following table shows whether the indicators are appropriate taking into account the defined policy.

|  |  |  |  |
| --- | --- | --- | --- |
| **Design and implementation** | **Policy** | **Calculated values** | **Appropriate** |
| **Budget** | 50-60% | 14.9% | Yes |
| **time** | 50-60% | 8.9% | Yes |
| **HR** | Semi senior - Senior | Semi senior – Senior – Junior | Yes |
| **Effort** | Medium to hard | Medium to hard | Yes |