**ISSUES IDENTIFICATION AND TRACKING DOCUMENT**

**Introduction**

The Issue Identification and Tracking Document plays an important key role in any project. This document is commonly used as well during the post go-live period of project/product usage. Definitely, all projects experience issues which must be documented and, at last, resolved. More complex projects regularly result in a higher number of issues which can adversely affect the project if not managed carefully. The Issue Identification and Tracking Document permits the project manager and team to find issues as they are recognized. Moreover, it enables the team to effectively manage these issues by organizing them, assigning them to different team members/stakeholders for action, and seeing them through to determination

**Explanation of Issues Identification and Tracking Document Contents**

Formats and contents for the Issues Identification and Tracking Document may differ based on system requirements or organizational standards. Most Issues Identification and Tracking Documents consist of basic contents which might be connected to an extensive variety of projects or software system types. This section will give clarifications to each section of the Issues Identification and Tracking Document.

Issue No: Each issue has been arranged in sequence for reference and tracking purposes.

Issue Description: This section will provide a brief description of each issue to incorporate what the potential effect will be and what part of the project or system will be influenced.

Issue Type: This section will recognize the type of issue that has been recognized. Similar issue types are: technical issues, resource issues, process issues, or external issues those which fall outside of the organization. This arrangement helps in allotting an issue owner

Identified By: This section will provide the name of the person/people who identified the issue. This is useful in the occasion more clarification is required as the issue is allotted or advances toward determination.

Status: Each issue's status will be refreshed all through the resolution process. As this is a living document, each issue's status will be refreshed as any progressions happen.

Resolution Description: This section will define how the issue has been resolved. This is necessary as lessons learned are chronicled for system deployments, projects, or go-live implementations. Future projects may experience similar issues in which case the project teams can recognize resolutions that were resolved in past.

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| Issue No | Issue Description | Identified By | Issue Type | Resolution Description | Status | Resolved By |
| 1 | There is no assurance that the QR codes generated from two standalone applications are different. | Vamsi Devalla | Technical issue | This is solved by adding a define unique code generated from CRN, date and time of generation of QR to the random code generated by the program. | Solved | Instructor |
| 2 | The team does not have enough infrastructure resources to develop mobile application in IOS platform. | Subba Reddy Pothireddy | Resource issue | The team decided to request the client to write a letter to the library of the university to supplement some mac books to the team | Unsolved |  |
| 3 | There is a chance of getting more than one response from single mac address. | Rohit Babu  Sadhu | Technical  issue | For a QR code only one response is from a mac address is allowed. | Solved | Vamsi Devalla |
| 4 | Database that can connect cross platform applications for no cost. | Sirisha  Vanamali | Technical  Issue | \*Not resolved | Unsolved |  |
| 5 | Scanning and capturing QR code in a single click. | Sri Sai Ram Kumar Mamidala | Process Issue | Scanning and capturing features are included in the same view but the capture button is greyed out until the scanning of the QR code completed. | Solved | Sirisha Vanamali |
| 6 | Restricting number of responses form a device in a time slot. | Client | Technical  Issue | One-time password is sent to user during login and this password is generated only for first time login or after 24hrs from the logout. | Solved | Vamsi Devalla |
| 7 | User can’t mark attendance without an iPhone or other apple devices with rear facing camera. | Vipul Reddy | Process  Issue | Instructor and admin users are authorized to mark attendance manually in any case of any kind failure. | Solved | Subba Reddy Pothireddy |