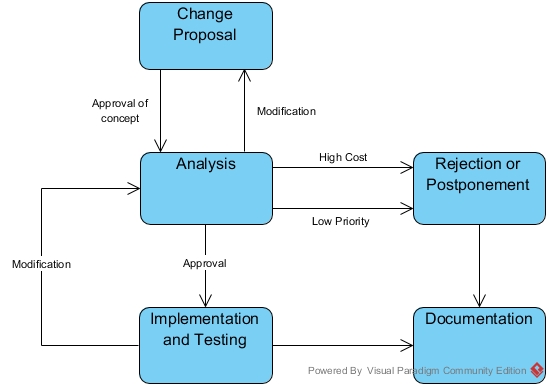
***1) Change Management Process***

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We have weekly meetings to discuss what we’ve learned, what we’ve done, what is next to do and what can be done to further improve our project. Beside our meetings we keep in-touch using Asana.

Most of the proposals and feedbacks are given during those meetings and on Asana platform. We discuss those proposals and if the proposal sounds good we assign its analysis to the related person. Then we discuss the analysis and decide to make the change/implement the feature or not.

Whether the proposals end up rejected, postponed or accepted we write all of them down to avoid proposing same ideas in the future and to use them as a step to come up with better ideas.

***2) Proposals***

Some of our latest proposals can be seen in the list.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Proposal** | **State** | **Priority** | **Date** | **Details** | **Reason** |
| *Detailed progress report* | *Postponed* | *Low* | *23/03/18* | *A more detailed pdf report for users to download from their user page.* | *Low priority* |
| *Gold user account* | *Rejected* | *Low* | *23/03/18* | *Gold users will be able train at any gym station.* | *High cost of time & effort Low priority* |
| *Using Maven* | *Accepted* | *Normal* | *23/03/18* | *Maven is a build management tool that will make easier for multiple people to work on a project* | *Lowers time cost* |