ProjectManager

CHANGE REQUEST FORM

Change Description

Project Name: Club Resource Booking System	Change Name: Improve accessibility	Number: 1
Requested By: Axios	Contact:Dewei Yu	Date:11/04/23
Description of Change: Improve the accessibility, make sure the system can be access through iPhone, tablets and PC(works on different platforms Mac OS, Windows, and Linuix)		
Reason for Change: Customer might have different operation system for their phones and the system should be available for them no matter what operation system they use and it should be accessible anywhere with network		
Priority [Circle One]: 1. High 2. Medium 3. Low		
Impact on Deliverables: The impact of improve accessibility on deliverable should be minimal, it is the desire for the customers. The system should cooperate with different operation system.		
Impact of Not Responding to Change (and Reason Why): The users would be annoyed, might lost valuable customers, add burden the maintenance and support for the system, performance issue as well		
Date Needed:12/04/23	Approval of Request: Axios	Date:11/04/23

Change Impact

Tasks/Scope Affected: RD and application implementation must be updated. More work needed, and budget may increase, but schedule timing remains the same
Cost Evaluation: N/A
Risk Evaluation: Make sure to it works smoothly with different operation systems
Quality Evaluation: Works on multiple operation platforms and different devices (tablets, PC, Smartphones, laptops)
Additional Resources: N/A
Duration: 1 day
Additional Effort: N/A
Impact on Deadline: should be doable in the time frame provided above
Alternative and Recommendations: Active working and updating the feasibility for different operating system
Comments: N/A

Sign Offs

[Circle One]: 1. Accepted 2. Deferred 3. Rejected 4. More Info Requested	
Comments:	
Project Manager Signature:	Date:11/04/23
Decision Maker Signature:	Date: