

**DOCUMENT MASTER LIST TEMPLATE FOR <PROJECT/PRODUCT-DEPARMENT>**

**Software Process And Quality Management**

**Team 5 K16T1**



|  |  |  |  |
| --- | --- | --- | --- |
| Date | Version | Author | Description |
| 25/12/2013 | 1.0 | Big Five Team | Create Document |
| 30/12/2013 | 1.1 | Big Five Team | Update Document |

**REVISIONS**

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*[The following table is used to list both non-project and project documents/records.*

*User can specify more than one table; add more columns in according to their own method of document/record management]*

|  |  |  |  |
| --- | --- | --- | --- |
| Storage ***[$\Location of document]*** folder | | |  |
| No. | Identification | Name | Revision |
|  |  |  |  |
|  |  |  |  |

**Example:**

All documents related to CMMI Software Improvement Process will be stored in SVN server. Root location is [*http://*](http://svn.gweg-vn.com/project/cmmi)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Storage ***[$\Project Management]*** folder | | | |  |
| No. | | Identification | Name | Revision |
|  | *DC-QMS-001* | | *Software Process Improvement Plan* | *1.0* |
|  | *DC-QMS-002* | | *Project Schedule* | *-* |
|  | *DC-QMS-003* | | *Risk Management* | *1.1* |
|  | *DC-QMS-004* | | *Data Management* | *1.0* |
|  | *DC-QMS-005* | | *Stakeholder Plan* | *1.0* |
|  | *DC-QMS-006* | | *WBS Estimation* | *1.0* |
|  | *DC-QMS-007* | | *Project Kick-off* | *1.0* |
|  | *DC-QMS-008* | | *Process Areas Resource Assignment* | *1.0* |
|  |  | |  |  |