* **Project-** Bridge/HAKS/VISION/Pedler/WAE\*
* **Type-** Task/Bug/Suggestion\*
* **Category-** UI/Functional\*
* **Status-** ToDo/In Progress/Ready for QA/Done\*
* **Priority-** 0 to 5 (Set priority)
* **Severity-** High/Medium/Low
* **Assignee-** Employee Name (Select from List) \*
* **Description-** Text input box with Attachment option\*
* **Comment-** Text input section