**Description**

In software maintenance, it is common to have a writeup of a "bug report" of something that needs to be fixed or a "feature request" of something that is desired to be added.

"Bug report" and "feature request" are informal terms for what is more formally known as a "Change Request (CR)" or a "Maintenance Request (MR)". In traditional software development, changes cannot be initiated until the are formally requested and approved, often through a group called a Change Control Board (CCB).

In this activity, we want to practice writing a high quality bug report or feature request.

Recall that the steps of debugging are (1) duplication of the issue, (2) localization - analysis to find the cause, (3) making the fix, and (4) testing to see if it worked. A good report will help a maintainer (possibly you!) quickly perform steps (1) duplication of the issue, and (2) localizing the issue to the location in the code.

**To Do**

Write a change request (either a bug report or a feature request) for your capstone project that includes the sections listed in the textbook example of the Maintenance Change Request form:

* Change request number
* Request date
* Requestor name
* Requestor priority
* Request status
* Brief change request description - should include information to allow a maintainer to do step (1) of debugging - reproduce the fault
* Areas impacted by the change request - should include information to allow a maintainer to do step (2) of debugging - localizing the cause (location in code or database), but without prescribing a fix or solution
* Estimated effort (can be story points or hours)