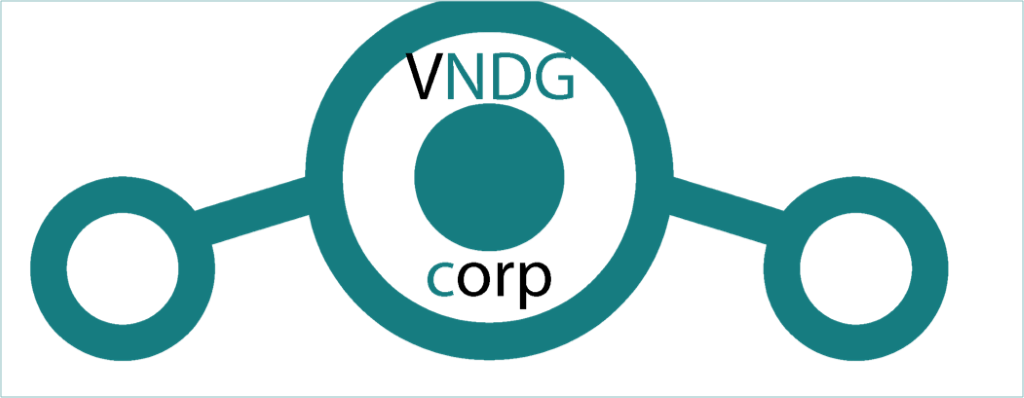
****

CHANGE REQUEST FORM

FOR

Smart Vending Machine System

**Change Request Form (SVM)**

*[This form is divided into three sections. Section 1 is intended for use by the individual submitting the change request. Section 2 is intended for use by the Project Manager to document/communicate their initial impact analysis of the requested change. Section 3 is intended for use by the Change Control Board (CCB) to document their final decision regarding the requested change.]* 

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **1.) SUBMITTER - GENERAL INFORMATION** | | | | | | |
| **CR#** | *Enhance System User Interface* | | | | | |
| **Type of CR** | CheckmarkEnhancement | | Defect | New Function | | |
| **Project/Program/Initiative** | *Smart Vending Machine* | | | | | |
| **Submitter Name** | Mohd Khairi Bin Thani @ Shokri | | | | | |
| **Brief Description of Request** | **Enhancement of the systems user interface and general appearance.** | | | | | |
| **Date Submitted** | 15-04-2020 | | | | | |
| **Date Required** | 21-04-2020 | | | | | |
| **Priority** | Low | Medium | | CheckmarkHigh | | Mandatory |
|  |  | | | | | |
| **Other Artifacts Impacted** | The system database | | | | | |
| **Assumptions and Notes** | The updated interface will make the system easier to use. | | | | | |
| **Comments** | The system needs an updated interface for easier use. | | | | | |
| **Attachments or References** | CheckmarkYes | No | |  | | |
| *https://www.ventaserv.com/why-us/* | | | | | |
| **Approval Signature** |  | | | **Date Signed** | **16-04-2020** | |

|  |  |  |  |
| --- | --- | --- | --- |
| **2.) PROJECT MANAGER - INITIAL ANALYSIS** | | | |
| **Duration Impact** |  |  |  |
| **Schedule Impact** |  | | |
| **Cost Impact** |  | | |
| **Comments** |  | | |
| **Approval Signature** |  | **Date Signed** |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **3.) CHANGE CONTROL BOARD – DECISION** | | | | | | |
| **Decision** | Approved | Approved with Conditions | | Rejected | | More Info |
| **Decision Date** |  | | | | | |
| **Decision Explanation** |  | | | | | |
| **Conditions** |  | | | | | |
| **Approval Signature** |  | | **Date Signed** | |  | |

**Change Request Form (SVM)**

*[This form is divided into three sections. Section 1 is intended for use by the individual submitting the change request. Section 2 is intended for use by the Project Manager to document/communicate their initial impact analysis of the requested change. Section 3 is intended for use by the Change Control Board (CCB) to document their final decision regarding the requested change.]* 

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **1.) SUBMITTER - GENERAL INFORMATION** | | | | | | | |
| **CR#** | *Implement cashless payments* | | | | | | |
| **Type of CR** | Enhancement | | Defect | | CheckmarkNew Function | | |
| **Project/Program/Initiative** | *Smart Vending Machine* | | | | | | |
| **Submitter Name** | Mohd Khairul Firdaus | | | | | | |
| **Brief Description of Request** | **Implementing a new method of paying the merchandise.** | | | | | | |
| **Date Submitted** | 15-04-2020 | | | | | | |
| **Date Required** | 21-04-2020 | | | | | | |
| **Priority** | Low | Medium | | CheckmarkHigh | | | Mandatory |
|  |  | | | | | | |
| **Other Artifacts Impacted** | The system database | | | | | | |
| **Assumptions and Notes** | The new implementation allow user to choose to pay either cash or card. | | | | | | |
| **Comments** | The system allow user to buy event without enough cash or coin in hand. | | | | | | |
| **Attachments or References** | Yes | CheckmarkNo | |  | | | |
|  | | | | | | |
| **Approval Signature** |  | | | **Date Signed** | | **16-04-2020** | |

|  |  |  |  |
| --- | --- | --- | --- |
| **2.) PROJECT MANAGER - INITIAL ANALYSIS** | | | |
| **Duration Impact** |  |  |  |
| **Schedule Impact** |  | | |
| **Cost Impact** |  | | |
| **Comments** |  | | |
| **Approval Signature** |  | **Date Signed** |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **3.) CHANGE CONTROL BOARD – DECISION** | | | | | | |
| **Decision** | Approved | Approved with Conditions | | Rejected | | More Info |
| **Decision Date** |  | | | | | |
| **Decision Explanation** |  | | | | | |
| **Conditions** |  | | | | | |
| **Approval Signature** |  | | **Date Signed** | |  | |

**Change Request Form (SVM)**

*[This form is divided into three sections. Section 1 is intended for use by the individual submitting the change request. Section 2 is intended for use by the Project Manager to document/communicate their initial impact analysis of the requested change. Section 3 is intended for use by the Change Control Board (CCB) to document their final decision regarding the requested change.]* 

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **1.) SUBMITTER - GENERAL INFORMATION** | | | | | | | |
| **CR#** | *Implementing Receipt Print* | | | | | | |
| **Type of CR** | Enhancement | | Defect | | CheckmarkNew Function | | |
| **Project/Program/Initiative** | *Smart Vending Machine* | | | | | | |
| **Submitter Name** | Mohammad Hafiz Hilmi | | | | | | |
| **Brief Description of Request** | **Generating a receipt for buyer.** | | | | | | |
| **Date Submitted** | 15-04-2020 | | | | | | |
| **Date Required** | 21-04-2020 | | | | | | |
| **Priority** | Low | CheckmarkMedium | | High | | | Mandatory |
|  |  | | | | | | |
| **Other Artifacts Impacted** | The system database | | | | | | |
| **Assumptions and Notes** | The updated interface will make the system easier to use. | | | | | | |
| **Comments** | The system needs an updated interface for easier use. | | | | | | |
| **Attachments or References** | Yes | No | |  | | | |
| *https://www.ventaserv.com/why-us/* | | | | | | |
| **Approval Signature** |  | | | **Date Signed** | | **16-04-2020** | |

|  |  |  |  |
| --- | --- | --- | --- |
| **2.) PROJECT MANAGER - INITIAL ANALYSIS** | | | |
| **Duration Impact** |  |  |  |
| **Schedule Impact** |  | | |
| **Cost Impact** |  | | |
| **Comments** |  | | |
| **Approval Signature** |  | **Date Signed** |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **3.) CHANGE CONTROL BOARD – DECISION** | | | | | | |
| **Decision** | Approved | Approved with Conditions | | Rejected | | More Info |
| **Decision Date** |  | | | | | |
| **Decision Explanation** |  | | | | | |
| **Conditions** |  | | | | | |
| **Approval Signature** |  | | **Date Signed** | |  | |

**Change Request Form (SVM)**

*[This form is divided into three sections. Section 1 is intended for use by the individual submitting the change request. Section 2 is intended for use by the Project Manager to document/communicate their initial impact analysis of the requested change. Section 3 is intended for use by the Change Control Board (CCB) to document their final decision regarding the requested change.]* 

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **1.) SUBMITTER - GENERAL INFORMATION** | | | | | | | |
| **CR#** | *Implement Temperature monitoring* | | | | | | |
| **Type of CR** | Enhancement | | Defect | | CheckmarkNew Function | | |
| **Project/Program/Initiative** | *Smart Vending Machine* | | | | | | |
| **Submitter Name** | Mohd Khairul Firdaus | | | | | | |
| **Brief Description of Request** | **The features able to monitor the temperature of the machine** | | | | | | |
| **Date Submitted** | 15-04-2020 | | | | | | |
| **Date Required** | 21-04-2020 | | | | | | |
| **Priority** | CheckmarkLow | Medium | | High | | | Mandatory |
|  |  | | | | | | |
| **Other Artifacts Impacted** | The machine hardware and system | | | | | | |
| **Assumptions and Notes** | The updated the temperature of the item and machine. | | | | | | |
| **Comments** | The system will notify if the temperature is not ideal or any issues on the temperature of the machine. | | | | | | |
| **Attachments or References** | Yes | CheckmarkNo | |  | | | |
|  | | | | | | |
| **Approval Signature** |  | | | **Date Signed** | | **16-04-2020** | |

|  |  |  |  |
| --- | --- | --- | --- |
| **2.) PROJECT MANAGER - INITIAL ANALYSIS** | | | |
| **Duration Impact** |  |  |  |
| **Schedule Impact** |  | | |
| **Cost Impact** |  | | |
| **Comments** |  | | |
| **Approval Signature** |  | **Date Signed** |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **3.) CHANGE CONTROL BOARD – DECISION** | | | | | | |
| **Decision** | Approved | Approved with Conditions | | Rejected | | More Info |
| **Decision Date** |  | | | | | |
| **Decision Explanation** |  | | | | | |
| **Conditions** |  | | | | | |
| **Approval Signature** |  | | **Date Signed** | |  | |

**Change Request Form (SVM)**

*[This form is divided into three sections. Section 1 is intended for use by the individual submitting the change request. Section 2 is intended for use by the Project Manager to document/communicate their initial impact analysis of the requested change. Section 3 is intended for use by the Change Control Board (CCB) to document their final decision regarding the requested change.]* 

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **1.) SUBMITTER - GENERAL INFORMATION** | | | | | | | |
| **CR#** | *Implementing web Interface* | | | | | | |
| **Type of CR** | Enhancement | | Defect | | CheckmarkNew Function | | |
| **Project/Program/Initiative** | *Smart Vending Machine* | | | | | | |
| **Submitter Name** | Mohd Khairi | | | | | | |
| **Brief Description of Request** | **Implementation of the systems user interface and general appearance of web interface for admin.** | | | | | | |
| **Date Submitted** | 15-04-2020 | | | | | | |
| **Date Required** | 21-04-2020 | | | | | | |
| **Priority** | Low | Medium | | CheckmarkHigh | | | Mandatory |
|  |  | | | | | | |
| **Other Artifacts Impacted** | The system database and system | | | | | | |
| **Assumptions and Notes** | The implementation of the system will make the admin easier to monitor their asset. | | | | | | |
| **Comments** | The system to synchronize with the machine database. | | | | | | |
| **Attachments or References** | Yes | CheckmarkNo | |  | | | |
|  | | | | | | |
| **Approval Signature** |  | | | **Date Signed** | | **16-04-2020** | |

|  |  |  |  |
| --- | --- | --- | --- |
| **2.) PROJECT MANAGER - INITIAL ANALYSIS** | | | |
| **Duration Impact** |  |  |  |
| **Schedule Impact** |  | | |
| **Cost Impact** |  | | |
| **Comments** |  | | |
| **Approval Signature** |  | **Date Signed** |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **3.) CHANGE CONTROL BOARD – DECISION** | | | | | | |
| **Decision** | Approved | Approved with Conditions | | Rejected | | More Info |
| **Decision Date** |  | | | | | |
| **Decision Explanation** |  | | | | | |
| **Conditions** |  | | | | | |
| **Approval Signature** |  | | **Date Signed** | |  | |

**Change Request Form (SVM)**

*[This form is divided into three sections. Section 1 is intended for use by the individual submitting the change request. Section 2 is intended for use by the Project Manager to document/communicate their initial impact analysis of the requested change. Section 3 is intended for use by the Change Control Board (CCB) to document their final decision regarding the requested change.]* 

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **1.) SUBMITTER - GENERAL INFORMATION** | | | | | | | |
| **CR#** | *Implement monthly financial report* | | | | | | |
| **Type of CR** | CheckmarkEnhancement | | Defect | | New Function | | |
| **Project/Program/Initiative** | *Smart Vending Machine* | | | | | | |
| **Submitter Name** | Imakit Michael | | | | | | |
| **Brief Description of Request** | **Admin can keep track on their monthly profit and loss.** | | | | | | |
| **Date Submitted** | 15-04-2020 | | | | | | |
| **Date Required** | 21-04-2020 | | | | | | |
| **Priority** | Low | Medium | | High | | | CheckmarkMandatory |
|  |  | | | | | | |
| **Other Artifacts Impacted** | The system database | | | | | | |
| **Assumptions and Notes** | The updated features will make the system able to keep track the purchase history from the machine. | | | | | | |
| **Comments** | The system needs synchronize with the machine database. | | | | | | |
| **Attachments or References** | Yes | CheckmarkNo | |  | | | |
|  | | | | | | |
| **Approval Signature** |  | | | **Date Signed** | | **16-04-2020** | |

|  |  |  |  |
| --- | --- | --- | --- |
| **2.) PROJECT MANAGER - INITIAL ANALYSIS** | | | |
| **Duration Impact** |  |  |  |
| **Schedule Impact** |  | | |
| **Cost Impact** |  | | |
| **Comments** |  | | |
| **Approval Signature** |  | **Date Signed** |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **3.) CHANGE CONTROL BOARD – DECISION** | | | | | | |
| **Decision** | Approved | Approved with Conditions | | Rejected | | More Info |
| **Decision Date** |  | | | | | |
| **Decision Explanation** |  | | | | | |
| **Conditions** |  | | | | | |
| **Approval Signature** |  | | **Date Signed** | |  | |