# Managers’ Weekly Report & QA Metrics

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| Work Beginning: 12/05/2014 | Work Summary | Finished doing the DTP for graphicshandler and updated Jira. Updated DTP records with new user stories. Fixed exit to mainmenu via ESC key. |
| Issues | Might need some help to understand some user stories. |
| Work Beginning: 19/05/2014 | Work Plan | Further update DTP records. Work on Iteration 6. |
| Issues | Will only have time to after Thursday. |

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| **Metric** | **How measured** | **Achieved (Yes/No with Comments)** |
| Defects opened | Number of new defects opened per week tracked | No |
| Defects closed | Number of defects closed per week tracked | Yes |
| Work items completed | Number of work items completed per week | Yes – view on Jira |
| Ratio of estimated time to actual time taken per task | Track these values weekly | No - N.A |
| Integration test results | Report/log results of integration testing | Yes – DTP records |
| Repeated fails | Log repeated fails and review daily | Yes – VideoHandler can’t stop media. |
| Thorough testing | Check to see whether units have been tested according to the “Test Strategy” documentation | Yes – N.A |