Change Request Form

**Project Name:** ECMS Data Annotator

**Date Request Submitted:** 2021.03.21

**Title of Change Request:** Add function

**Change Order Number:** No.006

**Submitted by**: Jiang Zixin xcj8590@autuni.ac.nz

# Change Category: 🗹Scope Schedule Cost Technology Other

**Description of change requested:**

Cancel adding new team collaboration function.

**Events that made this change necessary or desirable:**

After discussion with tutor, this function is not necessary. And the technical difficulty of realizing this function is too high, so it cannot be realized in a short time.

**Justification for the change/why it is needed/desired to continue/complete the project:**

Since our annotation function will automatically split large text into smaller sections for display, short sentences do not need to be annotated by many people at the same time, the newly added collaboration function is of less practical use. Moreover, the technical difficulty required by this function is too high and it takes a lot of time, so the quality of this function cannot be guaranteed.

**Impact of the proposed change on:**

**Scope:** Delete the newly added collaboration capabilities.

**Schedule:** Start follow-up work ahead of time.

**Cost:** No

**Staffing:** No

**Risk:** No

**Other:** No

**Suggested implementation if the change request is approved:**

Inform all members that the project newly added collaboration capabilities has been delete. And alert team members to begin the follow-up work of the project.

**Required approvals:**

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| --- | --- | --- |
| **Name/Title** | **Date** | **Approve/Reject** |
| **Cao Zheyang** | **2021.03.12** | **Approve** |
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