Project Change Request Form

Project Name	AppyPic		
Project Manager	John Ford	**Organization**	Appyco Software
Requested by	Sarah Mulhaney	**Organization**	Appyco Software
Submitted by	Sarah Mulhaney	**Date Requested**	8 September
Evaluated by	John Ford Tim Nettles Kelli Bowers	**Date Evaluated**	12 September
Decided by	John Ford Kelli Bowers	**Date Decided**	14 September

Change Request Identification	
Change Request #	AC2-0031
Change Title	Change in Feature Set

Change Request Details	
Description	Add four additional filters to photo filter palette based on popularity in focus group testing
Reasoning	Filters are relatively inexpensive and not labor intensive to add but substantially increase the app's utility to end users. The new filters tested in a user focus group were rated as a Top 3 preference by at least 40% of participants. Inclusion of filters will likely lead to an uptake in app usage.
Cause	Focus group results
Priority	Moderate

Evaluation	
Scope	This change increases project scope slightly, but with little marginal increase in budget, schedule and labor required, given that the filters are already developed and must simply be added to the filter palette
Schedule	2 additional hours of programming support, 2 additional hours of testing
Cost	Increase in costs equivalent to approximately 10 man-hours
Quality	Increases product quality by expanding user choice
Risk	Slightly higher risk of crashes on older user devices, as filters will increase RAM usage. However, 73% of our userbase are presently using devices where this issue is not expected to arise and remaining users are upgrading at an aggressive page.
Project management	No impact.

Evaluator's priority	Moderate
Alternatives and recommendation	Original scope could be maintained. This is not recommended given the small amount of additional work and expense required to add user utility.

Change Request Decision Signatures

Project Manager

John Ford ☐ **Approved** ☐ **Denied** ☐ **On Hold**

_____ 14 September
(Signature) (Date)

Project Manager
AppyCo

Lead Developer

Tim Nettles ☐ **Approved** ☐ **Denied** ☐ **On Hold**

_____ 14 September
(Signature) (Date)

Lead Developer
AppyCo

Project Sponsor

Kelli Bowers ☐ **Approved** ☐ **Denied** ☐ **On Hold**

_____ 14 September
(Signature) (Date)

Project Sponsor
AppyCo

PMP® – Project Integration Management
By: Casey Ayers
pluralsight.com