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## 2.02.12 Project Modification

Change management is the organization, administration and processing of change requests during the course of a project. The Project Change screen allows you to define change requests for the project. The user can store, evaluate and qualify changes here.

The mask contains the following elements:

### Master Sheet

**Projektänderung 045-1 Änderung 1**

Dokument Bearbeiten Ansicht

**Stammblatt Änderungsdetails**

**Basisinformationen**

Nr. 045-1 Status Genehmigt

Bezeichnung Änderung 1

Projekt 045 Implementierung bei CS

Erfasser 002 Schaub Peter Datum 22.10.2019

Änderungstyp Anfrage vom Kunden Priorität 4 - hohe Priorität

Bemerkung

**Beteiligte**

|   | Vorname | Name   | Telefon | E-Mail            |
|---|---------|--------|---------|-------------------|
| 1 | Katrin  | Damler | - 10    | k.damler@firma.de |
| 2 | Peter   | Schaub | - 11    | p.schaub@firma.de |

#### • Basic Information:

- **Number:** This alphanumeric field uniquely identifies the project change in the system.
- **Status:** Here the user enters the status of the project change. In the standard system, the statuses are Rejected, Entered, Approved and Open. The status can be defined and changed in the collections (CRStatusSC).
- **Description:** This field describes the project change.
- **Creator:** This field indicates the person who enters the project change.
- **Date:** This field indicates the date and time of the project change. By default, the system defaults to the current date.
- **Project:** This field defines the project to which the defined project change belongs. A project change can be assigned to a main project as well as to a subproject. The projects can be defined and changed in the [project](#) mask.
- **Change Type:** This field indicates the type of project change (general reason, customer request, error, IT problems, market change, ...). The change type can be defined and changed in the Collections (CRRReason).
- **Priority:** This field indicates the priority of the selected project change.
- **Comment:** This field can be used for project change remarks.

- **Involved:** This multiple selection allows you to assign involved employees to the change request. The employees are managed in the mask [employees](#).

## Modification Details

Projektänderung 045-1 Änderung 1

Dokument Bearbeiten Ansicht

Stammblatt Änderungsdetails

Änderung Aufwand

Ja ☒ Grund

Abweichung 24:00 3,000 Pt

Änderung Kosten

Ja ☒ Grund

Abweichung 1.500,00 EUR

Änderung Umsatz

Ja ☒ Grund

Abweichung 3.000,00 EUR

Änderung Termin

Änderung Ressourcen

Ja ☒ Grund Brauchen andere Skills

Änderung Ziel

Ja ☐ Grund

- **Change Effort (Yes, Reason, Effort Variance):** If you change the effort, you must set the “Yes” indicator and enter the reason and the effort variance in hours or person days.
- **Change Costs (Yes, Reason, Cost Variance):** If you want to change the costs, you have to set the “Yes” flag and enter the reason and the cost variance in EUR.
- **Change Revenue (Yes, Reason, Revenue Variance):** If you want to change the revenue, you must set the “Yes” indicator and enter the reason and the revenue variance in EUR.
- **Date Change (Yes, Reason, Date Variance):** If you want to change the date, set the indicator “Yes” and enter the reason and the date variance in calendar days.
- **Change Resources (Yes, Reason):** If you want to change the resources, you have to set the indicator “Yes” and enter the reason.
- **Change Target (Yes, Reason):** If you want to change the target, you have to set the “Yes” flag and enter the reason.

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