Organisational guidelines for software development

General guidelines

- All software development must be planned first by designing the algorithm in pseudocode, flowchart or similar design tool. This design must be included in any planning documentation.

- Code must be maintainable by:

    o being clear and concise

    o including comments for further explanation, where applicable.

- The coding standard for variable names is camel case, for example, *varName*.

- Testing must be recorded using the organisation's test plan document.