# General Outline and Notes

* The below should be encapsulated in a technical file which is stored on the sharepoint (our QMS)
  + Conduct a risk assessment
  + Ensure code is committed to github
  + Write unit tests (if applicable)
  + Develop a testing document which is also stored on github
  + Develop a user guide for the software
  + Issue and bug logging (on git hub)
  + Github security (only allow specific people to have access)
  + Ensure all github commit are commented
  + Depending on the risk level consider only having releases at certain stages as opposed to “on demand” builds
* Write a formal method for reporting faults with the software