Code Review Process

* Preparation

1. Planning for inspection meeting
2. Assignning role ( each member in team will take responsibility for assigned mudules to review ) and giving defect tracking log to each member.
3. Team members have to check code and find errors and defects in that( comment suggests briefly on each line that needs to fix ) ,then classify them in priority .
4. 3 days before the meeting, members will summit the defect tracking logs to leader.

Leader will read and make a checklist of errors.

* Inspection meeting

1. Everybody walks through the code
2. Interrupt the question and giving the solution for each defect
3. Developer writes down the solution for each defect
4. A defect is fixed, leader ticks and pass

* Rework

1. Developer fixes defects in code

(if there is any defect not fixed, he will write down and re-discussion in the next meeting)

1. Developer fills the information to defect tracking log.

* Complete

1. Checking code in version control

Plan for inspection meeting

* Intended to complete within 1-2 meetings
* A meeting will last for 2-3 hours
* Maintain 100-200 LOC/h