QA Content Checklist

08/10/2014

Ben McGregor

CO600: JustHealth
Supervisor: Yang He

QA content checklist should be completed for each document throughout the project; it should then be signed off by both the QA manager and the document author.

Details

Title:	Iteration review/reflection		**Date:**	19/10/2014
Author:	Charlotte Hutchinson			
Type:	(X) Documentation	( ) Code	**Iteration:**	1
Description:	*Group reflection on the iteration. What could be improved on for the next iteration? Work left outstanding that still needs completing. What we learnt.*			
Project folder:	( ) Research	( ) Scope	( ) Requirements	
	( ) Planning	( ) Design	( ) Meetings	
	( ) Legal	( ) Risk Assessment	( ) Document Templates	
(X) *Iteration Specific*	(X) Review	( ) Testing	( ) Tracking	

Standards *(Add comments if necessary)*

Cover Sheet	( )	N/A
Styles/Formatting	(X)	
Table of Contents	( )	N/A
Page numbering	( )	N/A
Spelling/Grammar	(X)	
References	( )	N/A
Appendices	( )	N/A

Code

Comments	( )	N/A

Quality Assured

Title	Signature	**Date:**	31/03/2015
Author	CH		
QA Manager	BM		