

# Quality assurance and consistency

*Written by Jamie Knott (Project Q&A engineer)*

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The purpose of this document is to outline the primary standards and conventions that are expected to be upheld, by all members of the project team, when creating any project related documentation, code or memorandum. Through establishing a clear, uniform consistency within all project related work, we aim to safeguard project cohesion and maintain a high standard of quality for anything produced.

## DOCUMENT AND STYLE CONSISTENCY

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All written documents produced by the group members must conform to a clear set of pre-defined rules and general standards, that are expected to be complied with. These documentation standards are as follows (all documents must be in PDF format):

- Any document body text must be of font Arial (or Arial MT if applicable) with a minimum font size of 12 and maximum font size of 14. The body text font color must always be black.
- Any document sub-heading text can be either of font Arial or Calibri Light, with a minimum font size of 18 and a maximum font size of 20. The sub-heading text font color must always be black.
- Any document heading or title text can be either of font Arial or Calibri Light, with a minimum font size of 26 and a maximum font size of 32. The heading or title text font color must always be black. The document heading or title text should also bold, but underlined or italic text is prohibited.
- Any document produced must include the company Logo, of minimum size 17.5mm horizontally, located always in the top-right hand corner of the page. A page number (of format "number | Page") should be present in the page footer.
- All documentation should make use of the same report template (the default Microsoft Word report template), with one blank line between paragraphs.
- All documentation should have a line (in italics) beneath the document title, providing the author's name (preceded by "Written by"), the author's role in

the project team (in brackets) and then three indentations, followed by the date of document creation (in the format "Date: DD/MM/YYYY").

All the above standards should be complied with by all persons of the Yuconz project development team, unless told otherwise by the team's Q&A engineer (Jamie Knott).

## **CODING CONSISTENCY**

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All code submitted by any persons of the project team (related to the completion of the Yuconz System project), should adhere to the general standards laid out within this document. These coding standards are as follows:

- All code comments must comply with the standard Javadoc commenting style, as well as including the Author name and date of class creation (both located above the initial class definition).
- All code comments should be no longer than two or three lines and should provide an adequate description if detailing a method or code block.
- All code variables should follow the typical language convention regarding variable naming (i.e. Java naming convention applies for any Java code).
- All code variables should be appropriately named (with a name that represents or relates to the variable's purpose), and thus ensuring that it can be clearly understood by any code reviewer.
- All lines of code should not exceed 80 characters in length, for the purposes of readability and conciseness.
- All Java code should be correctly indented (according to typical Java indentation style) and should be clearly and easily readable by anyone viewing it.
- All Java code (and any OOP code if applicable) should try to enforce the principle of encapsulation (where possible), as a means of ensuring high quality and secure code.
- All project related code should be optimized and shortened, wherever possible, to avoid the production of confusing, convoluted or protracted code.

All the above coding standards should be complied with by all persons of the Yuconz project development team, for the development of any project related code.