

18F Definition of Done Checklist

‘Definition of Done’ Checklist

**Simplest Benchmark Definition**

* Code Complete
* Test Complete
* Approved by Product Owner

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|  | Feature Completeness  (Is this *feature* ready to be shipped?) | Definition |
| 1 | User Story / Tasks Clear | User stories selected for the sprint are complete with respect to product theme, understood by the team, and have been validated by the detailed acceptance criteria. |
| 2 | Code Produced | Design complete, code commented. Unit tested against Acceptance Criteria and passes. |
| 3 | Code Committed | Checked in and run against current version in source control; Builds without errors. |
| 4 | Code Reviewed | Adheres to coding guidelines. Complete peer review changes. |
| 5. | Code Unit Tested | Prototype passes unit test scripts to the satisfaction of the developer. |
| 6. | Integration Tested | Deployed to system test environment and passed system tests; Performance Tested; Automated Tests, Smoke & Regression Tested (Follow 80/20 rule) |
| 7. | Acceptance Tested | Acceptance Criteria 100% complete |
| 8. | Product Owner Accepted | Each finished user story has been passed through INTEG testing and signed off as meeting requirements (will be signed off during Testable Demo) review |