Formal Technical Review Report

Review Date: 12/1/16 Report prepared by: James Gruss, Andrew McCracken

Project Name: Office Hours System

The review document: emailSender.cs; parts of Calendar.cs Version: 2.0

1. Summary of the discussions

|  |  |  |
| --- | --- | --- |
| No. | Discussion subject | Action item numbers |
| 1 | Naming Conventions: methods, package, parameters | 1,2 |
| 2 | Error Checking; Validation | 3,4 |
| 3 | Methods: Long Method; Unneeded methods | 5,6 |
| 4 | Sub-Par Comments | 7 |

1. The action items

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No. | Action items to be performed | Responsible employee | Completion date | Approval of completion | |
| Date | Signature |
| 1 | Change package names to Pascal Case | AM | 12/3/16 |  |  |
| 2 | Change methods to Pascal Case | AM | 12/3/16 |  |  |
| 3 | Use defensive error checking to validate emails, names, body text. | JG | 12/5/16 |  |  |
| 4 | Add try-catch for mail server connections. | JG | 12/5/16 |  |  |
| 5 | Break up long method “sendEmailWithICSAttachement” | AM, JG | 12/5/16 |  |  |
| 6 | Remove unneeded getters and setters. | AM | 12/5/16 |  |  |
| 7 | Add expected input and return type to method comments. |  | 12/5/16 |  |  |

1. Decision regarding the work product

Full approval

X Partial approval. Approval granted for continuation to the next phase of the following parts:

Denial of approval

Comments:

The report was approved by:

|  |  |  |
| --- | --- | --- |
| Name of participant | Date | Signature |
| Andrew McCracken | 12/1/16 | Andrew McCracken |
| James Gruss | 12/1/16 | James Gruss |

Approval of successful completion of all action items

Comments:

Name: James Gruss, Andrew McCracken Signature: JG, AM Date: 12/1/16