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| **REVIEW DOCUMENT** | | | | | | | |
| Start Date: 05.11.2023 | | | |  | | | |
| Project Name: ToGather | | | | Number of Pages: 38 | | | |
| Product Name: ToGather | | | | Product Definition: A next-generation automated and intelligent social calendar application. | | | |
| Roles: | Review Leader: | | | *Aslı Başak Civek* | | | |
| Reviewers: | | | *1. Abdullah Talat Ahmed Al-Zariqi* | | | *3. Merve Mavi* |
| *2. Aslı Başak Civek* | | | *4. Tarık Demirtaş* |
| Review Materials: | * *Vision (V)* * *Glossary (G)* * *Use Case Model (U)* * *System-Wide Requirements (S)* * *Risk List (R)* * *Project Plan (P)* * *Work Items List (W)* * *Next Iteration’s Plan (N)* | | | | | | |
| Total Number of Errors: | | | | | | | |
| Assessment Status: | | | ACCEPTED  \_\_\_ as it is  \_X\_ with rework | | REJECTED  \_\_\_\_ review again | | |
| ERROR TYPES | | | | | | | |
| Error Type Number | | Error Type Definition | | | | Number of Errors Found | |
| 1 | | Spelling (grammar, punctuation, etc) | | | | 4 | |
| 2 | | Inconsistency with the standards | | | | 1 | |
| 3 | | Uncertain | | | | 7 | |
| 4 | | Incorrect | | | | 3 | |
| 5 | | Inapplicable | | | | - | |
| 6 | | Internal Inconsistency | | | | 1 | |
| 7 | | External Inconsistency | | | | 1 | |
| 8 | | Incomplete/Insufficient/Missing | | | | 9 | |
| 9 | | Other | | | | 5 | |
|  | | **TOTAL** | | | | 31 | |
| Importance Types | | Importance Type | | | | Number of Errors Found | |
| 1,4,6,1,9 | | Little | | | | 11 | |
| 1,3,8,9 | | Medium | | | | 14 | |
| 3,8 | | Important | | | | 6 | |
|  | | **TOTAL** | | | | 31 | |

| **No** | **Reviewed**  **Material**  **ID** | **Section** | **Page** | **Line/**  **No** | **Error**  **Type** | **Importance** | **Explanation** | **Correction Status** | **Correction**  **Explanation** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 | **G1** | Header | All | - | 9 | Little | In glossary.docx, versioning of documents is advised to be used to determine the timeline of documents. | Closed | Rev number is added as Rev 1.0 to the header of glossary document. |
| 2 | **U1** | Integrate Own Calendar with Third Party Calendars Use Case | Main | - | 9 | Little | In uc\_diagram, the text on the bubble overflows. A smaller font size or a bigger bubble for this text might be used. | Closed | Suggestion applied. |
| 3 | **U2** | 5 | 3-4 | 29-71 | 8 | Important | In uc\_brief.docx, you may expand the use cases by adding further details for each use case to provide a more comprehensive understanding of the general steps (happy paths) involved in each process. | Closed | Brief use cases are extended. |
| 4 | **U3** | 5.1.3 | 1 | 31 | 6 | Little | In uc\_create\_task.docx, there is an inconsistency in the capitalization of the “User”. | Closed | Suggestion applied. |
| 5 | **U4** | 4.2 | 1 | 12 | 7 | Medium | In uc\_create\_task.docx, it could be clarified further to specify whether the user creates an event schedule or chooses a time slot. It can be specified in the Glossary document. | Closed | The word “schedule” is added to the glossary. |
| 6 | **U5** | 4.7, 5.1 (3) | 1 | 18  and 33 | 3 | Medium | In uc\_create\_task.docx, some information can be detailed in Special Requirements. For example, are "Task Type" and "Priority Level" entered manually, or should be selected by the user? If it should be selected, what are the options? | Closed | Information needed are detailed in the glossary as “required fields for task creation” and referenced in main success scenario.  Entering manually or selecting from drop-down menu will be decided according to user feedback in the further iterations. |
| 7 | **U6** | 4.7 | 1 | 17 | 3 | Medium | Is there a character limit for “Task Name” (as a Special Requirement)? What happens if the user exceeds this limit? (as an extension) | Closed | Exceeding character limit for task name and detailed info are added as extensions 7e and 7f. Glossary is also updated accordingly. |
| 8 | **U7** | 4.8 | 1 | 21 | 8 | Medium | In uc\_create\_task.docx, after step 8, a system response might be added about saving/logging or informing the user about the success status. | Closed | Suggestion applied. |
| 9 | **U8** | 5.1 (3a, 3), 5.2 (3) | 2 | 38 and 48 | 3 | Medium | In uc\_create\_task.docx, “Recurrence Pattern” can be detailed in Special Requirements. For instance, "daily," "weekly," "monthly," or "custom," depending on the application's capabilities. And the name of the requirement can be indicated in here. | Closed | Recurrence pattern is detailed in glossary. Also, required fields for recurrence is added to the glossary, and deleted from the use case extension. |
| 10 | **U9** | 5.1 -4 | 2 | 41 | 3 | Medium | In uc\_create\_task.docx, “automation preferences” can be detailed in Special Requirements, and the name of the requirement can be indicated here. | Closed | Required fields for automation preferences are detailed in glossary. |
| 11 | **U10** | 5.3 | 2 | 51 | 8 | Medium | In uc\_create\_task.docx, maybe an extension could be written about what happens if the user tries to upload an attachment type that does not exist in [SpReq:CT-1]. | Closed | The scenario is added to the related extension as sub-extension. |
| 12 | **U11** | 5.4 (8a-2) | 2 | 61 | 4 | Little | In uc\_create\_task.docx, The use case should resume at step 7, where the user fills in the necessary info. | Closed | Suggestion applied. |
| 13 | **U12** | 5.5 (8b-2) | 2 | 65 | 4 | Little | In uc\_create\_task.docx, The use case should resume at step 7, where the user fills in the necessary info. | Closed | Suggestion applied. |
| 14 | **U13** | General | - | - | 9 | Little | In uc\_create\_task.docx, the name of a Special Requirement may be presented in parts where mentioned. For example, “System asks for automation preferences (see [SpReq:SUP-2] for automation preferences). | Rejected | We added them to Glossary, so we didn’t give reference to SpReqs. |
| 15 | **U14** | 4 | 1 | 10 | 3 | Important | In uc\_set\_user\_profile.docx, what is the system response in each step regarding the user’s actions? | Closed | Flow is updated to show the system responses. |
| 16 | **U15** | 4.5 | 1 | 16 | 3 | Important | In uc\_set\_user\_profile.docx, “preferences” can be detailed in Special Requirements. | Closed | “Preferences” statement is updated in use case document and detailed in Glossary. |
| 17 | **U16** | 5.1 | 1 | 25 | 3 | Important | In uc\_set\_user\_profile.docx, “invalid birth date” can be specified in Special Requirements. What is a valid birth date? After specifying it, you may also mention the name of the requirement with it. For example, “invalid birth date (see [SpReq:SUP-2] for a valid birth date”). | Closed | It is added to special requirements and extension flow is updated accordingly. |
| 18 | **U17** | 5.2 | 1 | 32 | 9 | Little | In uc\_set\_user\_profile.docx, when mentioning a case where a special requirement is involved, it may be a good practice to mention the name of it. For example, “exceeding size (see [SpReq:SUP-2] for accepted size limit). | Closed | Extension flow is updated accordingly. |
| 19 | **U18** | 5.3 (6a-1) | 1 | 33 | 9 | Medium | In uc\_set\_user\_profile.docx, the system message can be left more vague since the 1Mb limit can be changed over time. | Closed | Suggestion applied. |
| 20 | **U19** | 7 | 2 | 43 | 8 | Medium | In uc\_set\_user\_profile.docx, you mentioned the special requirement [SpReq:SUP-1]. You can write an extension for when the user uploads an invalid document type. | Closed | Suggestion applied. |
| 21 | **U20** | 2 | 1 | - | 8 | Medium | In both uc\_set\_user\_profile.docx and create\_task.docx, the actors can be briefly described. | Closed | Heading is updated as Primary Actors. |
| 22 | **S1** | Top Header | 1 | 1 | 4 | Little | <Project\_Name> text is left on the document, which was provided in the template. It should be deleted. | Rejected | There is no <Project\_Name> text left on system-wide  requirements document. |
| 23 | **S2** | 3.1 | 3 | 5 | 1 | Medium | Consider rephrasing "According to the time of this document" to "At the time of this document." | Closed | Suggestion applied. |
| 24 | **S3** | 7.3 | 8 | 24 | 1 | Medium | "HTML and Pantone Color Standard" shall be pluralized to "HTML and Pantone Color Standards." | Closed | Suggestion applied. |
| 25 | **W1** | 5 | 1 | 67 | 1 | Little | “Do The Development” phrase can be reconstructed as “Development” for simplicity. | Closed | Suggestion applied. |
| 26 | **W2** | Iterations (1.2 1.3 and 1.4) | Sheet 1 | Rows 19-81 | 8 | Important | The items in the work item list should be specific and should reflect the use cases in iterations 2,3,4. specific work items will help in estimating accurate story points. Please, make sure to refer to the use case document and the system-wide requirement document and add them to the reference column. | Closed | Work items list tasks are rewritten for each use case separately. |
| 27 | **P1** | 3 | 3 | 26 | 1 | Little | “to the feedbacks.” part. It is “to the feedback”. | Closed | Suggestion applied. |
| 28 | **P2** | 4 | 3 |  | 8 | Important | The Iteration corresponding to the Transition phase should be added to the project plan. | Closed | Transition phase is added to the third release as I4. |
| 29 | **N1** | Header | 1 | 1 | 8 | Little | The Header should contain the iteration number. | Closed | Iteration number is added to iteration plan 1 and 2. |
| 30 | **N2** | 4 | 1 | 22 | 8 | Medium | The issue is not clear. Please specify which requirements are uncertain. | Closed | Since our issue was too obvious, table is deleted and an explanation is added. |
| 31 | **R1** | Impact Column | 1 | - | 2 | Medium | The risks should be sorted by the impact of the risk. | Closed | Suggestion applied. |