**Software Quality Assurance Plan (SQAP)**

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**Prepared For: A Software Company**

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**Revision History**

**V 0.1.0 – 16 January 2025 – Bryant Campbell**

* created the initial draft of the SQAP document
* generated a title page with required content
* generated a revision page for housing these change notes
* generated a Table of Contents (TOC)
* generated stubs per the outline given in IEEE 730-2014

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**1. Purpose and Scope**

The purpose of **DnD Forge** is to provide a comprehensive digital platform for Dungeon Masters (DMs) and players to efficiently manage their Dungeons & Dragons campaigns. The software offers: Campaign Management, AI-assisted Storytelling, Character Creation, Encounter Tracking, Procedural Map Generation, and Rule Assistance. These features aim to enhance both in-person and online gameplay.

The scope of this project includes the development of a user-friendly, cross-platform application that integrates AI-driven tools, secure cloud storage, and an intuitive interface to streamline campaign organization and gameplay facilitation. The project scope is clearly defined and well-understood by all stakeholders, including the acquirer, organization, project team, and SQA team.

This project is governed by the Software Development and Quality Assurance Agreement (SDQAA), which outlines the specific responsibilities and expectations of all involved parties. The deliverables of this project include the final software product, associated documentation, and any other agreed-upon work products, which will be provided to the acquirer as per the terms of the SDQAA.

**2. Definitions and Acronyms**

* **SQA**: Software Quality Assurance  
  A systematic process that ensures software products meet the desired quality standards through structured validation of processes and assessment of software conformance.
* **SQAP**: Software Quality Assurance Plan  
  A document that outlines the strategy, activities, and tasks to be followed during the software development process to ensure that the software product meets the required quality standards.
* **Deliverable**:  
  Item to be provided to an acquirer or other designated recipient as specified in an agreement. This item can be a document, hardware item, software item, service, or any type of work product.

**3. Reference Documents**

* **IEEE Standard for Software Quality Assurance Processes**  
  Sponsored by the Software & Systems Engineering Standards Committee. This standard defines the processes and activities necessary to establish, manage, and maintain software quality assurance throughout the software lifecycle.

**4. SQA Plan Overview**

**4.1 Organization and Independence**

Describe the organizational structure ensuring independence in SQA.

**4.2 Software Product Risk**

Identify potential risks related to software quality.

**4.3 Tools**

List the tools used for software quality assurance.

**4.4 Standards, Practices, and Conventions**

Define coding, design, and documentation standards.

**4.5 Effort, Resources, and Schedule**

Provide an overview of resources and scheduling.

**5. Activities, Outcomes, and Tasks**

**5.1 Product Assurance**

**5.1.1 Evaluate Plans for Conformance**

**5.1.2 Evaluate Product for Conformance**

**5.1.3 Evaluate Product for Acceptability**

**5.1.4 Evaluate Product Life Cycle Support for Conformance**

**5.1.5 Measure Products**

**5.2 Process Assurance**

**5.2.1 Evaluate Life Cycle Processes for Conformance**

**5.2.2 Evaluate Environments for Conformance**

**5.2.3 Evaluate Subcontractor Processes for Conformance**

**5.2.4 Measure Processes**

**5.2.5 Assess Staff Skill and Knowledge**

**6. Additional Considerations**

* **6.1 Contract Review**
* **6.2 Quality Measurement**
* **6.3 Waivers and Deviations**
* **6.4 Task Repetition**
* **6.5 Risks to Performing SQA**
* **6.6 Communications Strategy**
* **6.7 Non-Conformance Process**

**7. SQA Records**

**7.1 Analyze, Identify, Collect, File, Maintain, and Dispose**

**7.2 Availability of Records**