



BITS Pilani presentation

BITS Pilani
Pilani Campus

Dr. Nagesh BS



SE ZG501

Software Quality Assurance and Testing

Lecture No. 7

Desk-Check Review



A **Desk-Check Review** is an informal software review process used to identify errors in a product document. The process includes:

1. **DC 100 - Plan the Desk Check:** Define review objectives and participants.
2. **DC 110 - Send Documents:** Distribute the product document to reviewers.
3. **DC 120 - Review Product Document:** Reviewers examine the document for errors.
4. **DC 130 - Conduct Meeting (if needed):** Discuss findings and clarify issues.
5. **DC 140 - Edit Document:** The author applies necessary corrections based on feedback.
6. **DC 150 - Complete Review Form:** Finalize and document review results.

Desk Check Review Form.



ENTRY CRITERIA

- The document is ready for a review **INPUT**
- Software product to review **DC 100. Plan the Desk-Check Author:**
- Identifies reviewers
- Chooses the checklist(s) to use
- Completes the first part of the review form
- **DC 110. Send documents to reviewers Author:**
- Provides the following documents to the reviewers:
 - Software product to review
 - Review form
 - Checklist(s)

DC 120. Review the software product Reviewers:

- Check the software product against the checklist
- Complete the review form with:
 - Comments
- EBoort to conduct the review
 - Sign and return the form to the author

Desk Check Review Form.



DC 130. Call a meeting (if needed) Author:

- Reviews the comments
 - If the author agrees with all the comments, they are incorporated into the software product
 - If the author does not agree with all the comments, or believes some comments have a significant impact, then the author:
 - § Convenes a meeting with the reviewers
 - § Leads the meeting to discuss the comments and determine the course of action:
 - § Incorporate the comment as is
 - § Ignore the comment
 - § Incorporate the comment with modifications

Desk Check Review Form.



DC 140. Correct the software product

- The author incorporates the comments received. **DC 150. Complete the review form**

Author:

- Completes the review form with:
 - Total eBort (i.e., by all the reviewers) required to review the software product
 - Total eBort required to correct the software product
- Signs the review form **EXIT CRITERIA**
- Corrected software product **OUTPUT**
- Corrected software product
- Completed and signed review form **MEASURE**
- EBort required to review and correct the software product (person hours).

This document outlines the **steps for conducting a systematic review**.

- 1. Introduction** – Explains the purpose and objectives of the review.
- 2. Responsibilities** – Defines the roles of people involved in the review.
- 3. Input** – Lists the required documents or data needed for the review.
- 4. Entry Criteria** – Conditions that must be met before the review starts:
 - **Authorization** – Approval to conduct the review.
 - **Initiating Event** – A trigger that starts the review (e.g., project milestone).
- 5. Procedures** – Steps for conducting the review:
 - **Planning** – Organizing the review process.
 - **Overview of Procedures** – Defining how the review will be carried out.
 - **Preparation** – Gathering necessary documents and resources.
 - **Examination/Evaluation** – Reviewing and recording findings.
 - **Rework/Follow-up** – Making necessary corrections based on findings.
- 6. Exit Criteria** – Defines when the review is considered complete.
- 7. Output** – The final results or deliverables from the review process.

Inspection Process



1. **Plan Inspection (IP 100)** – Define scope, objectives, and assign roles.
 2. **Conduct Kickoff Meeting (IP 110)** – Align team on process and expectations.
 3. **Document Checking (IP 120)** – Review documents using checklists and rules.
 4. **Logging Meeting (IP 130)** – Identify and record defects for further action.
 5. **Edit Document (IP 140)** – Correct errors and improve document quality.
 6. **Complete Follow-up, Exit & Release (IP 150)** – Verify corrections and finalize inspection.
- ✓ **Outcome:** Improved process efficiency and defect-free documentation.

Problem Report Form



Priority: High

Project Name: Inventory Management System Upgrade **Date:** 25-Feb-2025

Process Name: Order Processing **Phase Number:** 2

Raised By: John Doe

Number of Days to Answer: 2 **Close Date:** 02-Mar-2025

Number of Days to Fix this Problem: 5

Finding:

The system fails to update inventory levels after an order is placed, causing stock mismatches.

Requirement/Standard Impacted:

Real-time inventory update as per company policy.

Immediate Solution Proposed:

Manually update inventory records after each order as a temporary solution.

Problem Report Form



Root Cause:

Database synchronization failure between the order management module and the inventory system.

Permanent Solution Proposed:

Modify the system to implement an automated real-time database sync process.

Acceptance Date of Permanent Solution: 05-Mar-2025

Follow-up Action (if necessary):

Monitor inventory updates for one month to ensure the issue is fully resolved.

THANK YOU