SQA Inspection Log

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| Log Number: \_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Software Item:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Inspector: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Moderator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Author: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Time spent on review : \_\_\_\_\_\_\_\_\_\_\_\_\_  Review Type: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | |
| Location | Defect Description | Category |
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Inspection Log Description

Log Number - The log or tracking number assigned to this inspection

Date - During an inspection, the recorder enters the date that the inspection occurred. The Date block can be ignored by an inspector using this form during the pre-inspection review..

Software Item - The name of the software item being inspected

Inspector - The Inspector block can be left blank when used by the recorder during an inspection. When using this form during a pre-inspection review, the inspector name is entered in this block

Moderator - The moderator’s name

Author - The name of the author responsible for the inspection package is entered in this block

Review Type - The type of inspection being conducted is entered in this block

Category - A category is a two character code that specifies the class and severity of a defect. A category has the following format - XY, where X is the severity (Major/ mInor) and Y is the class.

Severity:

Major = a defect that would cause a problem in program operation

mInor = all other defects

Class:

M(issing) = required item is missing from software element

S(tandards Compliance) = non-conformance to existing standards

W(rong) = an error in a software element

E(xtra) = unneeded item is included in a software element

A(mbiguous) = an item of a software element is ambiguous

I(nconsistent) = an item of a software element is inconsistent