

Design Review Report

DR date: _____ The report was prepared by: _____

Project name: _____

The review document: _____ Version: _____

The review team: _____

1 Summary of the discussions

#	Discussion subject	Number of action items

2 The action items

#	Action items to be performed	Responsible employee	Completion date	Approval of completion	
				Date	Signature

3 Decision regarding the design product

☐ Full approval

☐ 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	Name of participant	Date	Signature

Approval of successful completion of all action items

Comments:

Name:

Signature:

Date:

Inspection Session Findings Report

The inspection team: _____

[illegible]

a	Follow-up will be carried out by:
b	Re-inspection is recommended: Yes/No
c	

*W = Wrong M = Missing E = Extra

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Goldenbug Ltd.

Inspection Session Summary Report

Session date: 17/5

Project name: Oak Center

The inspected document: Detailed Design Version: 3

The inspected document sections: Ch. 5, Sec. 6.2–6.5 Total: (A) 31 pages pages/k text lines

The inspection team: Anita McMahon (inspection leader), John Woo, Ben Kinker

1 Resources invested (hours worked)						
#	Team member	Overview meeting	Preparation	Inspection session	Total (hours)	Comments
1	Inspection leader Anita	1	3	2.5	6.5	including report preparation
2	John	1	4	2	7	
3	Ben	1	4	2	7	
4						
5						
	Total	3	11	6.5	(B) 20.5	

2 Error summary							
Error severity	Error nature			Total Errors	Severity factor	Total errors (standardized)	Comments
	W	M	E*				
5 – critical	1			1	16	16	
4			2	2	8	16	
3	3			3	4	12	
2		2		2	2	4	
1 – minor	4	1	2	7	1	7	
Total	8	3	4	(C) 15		(D) 53	

3 Defect detection metrics	
(1)	Average defects per page = $C/A = \frac{15}{31} = 0.48$
(2)	Average defects per page (standardized) = $D/A = \frac{53}{31} = 1.71$
(3)	Defects detection efficiency (hours per defect) = $B/C = \frac{20.5}{15} = 1.37$
(4)	Standardized defect detection efficiency (hours per standardized defect) = $B/D = \frac{20.5}{53} = 0.39$

Prepared by: Anita McMahon Signature: Anita McMahon Date: 8/5

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