|  |  |
| --- | --- |
| **Before start writing** | |
| Establish audience | Established |
| Establish document goal | Established |
| Establish structure | Established |
| Prepare delivery plan | Prepared |

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| **General Review** | |
| Establish audience | Established |
| Establish document goal | Established |
| Establish structure | Established |
| Prepare delivery plan | Prepared |

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| **Before Approve task** | |
| INVEST criteria | Passed |
| Acceptance criteria | Established |
| Estimation | Done |

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| **Before starting the development task** | |
| Description | Understood |
| Risks and unknown | Identified |
| Dependencies | Identified |
| Steps | Established |
| Deadline | Known and committed |

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| **Before Commit** | |
| Validate the list of files | Validated |
| Commit message | Written |
| Link to the work item | Linked |

|  |  |
| --- | --- |
| **Before Pull Request** | |
| All commits on the server | Pushed |
| All business requirements | Covered |
| Clear Description | Written |
| List of reviewers | Assigned |
| Important places | Pointed |

|  |  |
| --- | --- |
| **Review Pull Request** | |
| All tests | Passed |
| Business requirements | Covered |
| Temporary code | Removed |
| Places to changed | Commented |
| Not clear places | Discussed |
| Standard requirements | Fulfilled |