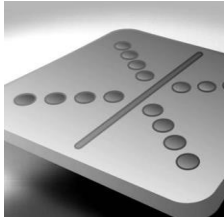




Software Deployment Risk Matrix



Customer

XXXXXXXXXXXXXX

DOCUMENT CONTROL

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DOCUMENT HISTORY

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9 th January 2015	0.1	Initial release
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Document Overview

This document has been created as a guide to help clients understand the “risk” of the deployment of a new software release.

The document will detail the main areas where enhancements have been made to the applications and the level of risk associated to deploying the new release

What is Risk?

Risk is defined as the possibility of suffering a loss. Risk in itself is not bad. Risk is essential to progress and failure is often a key part of learning. Managing risk is a key part of success.

When deploying a new software release, the risks can be broken down into different types

1. Risk to existing data integrity - will there be any impact on data currently held in the application?
2. Risk to new data integrity - will there be any impact on any new data uploaded into the application?
3. Risk to existing functionality - will there be an impact on how the existing functionality works?
4. Risk To User - will there be any changes to current working practices for the users

Levels of Risk

The purpose of the following table is to explain:-

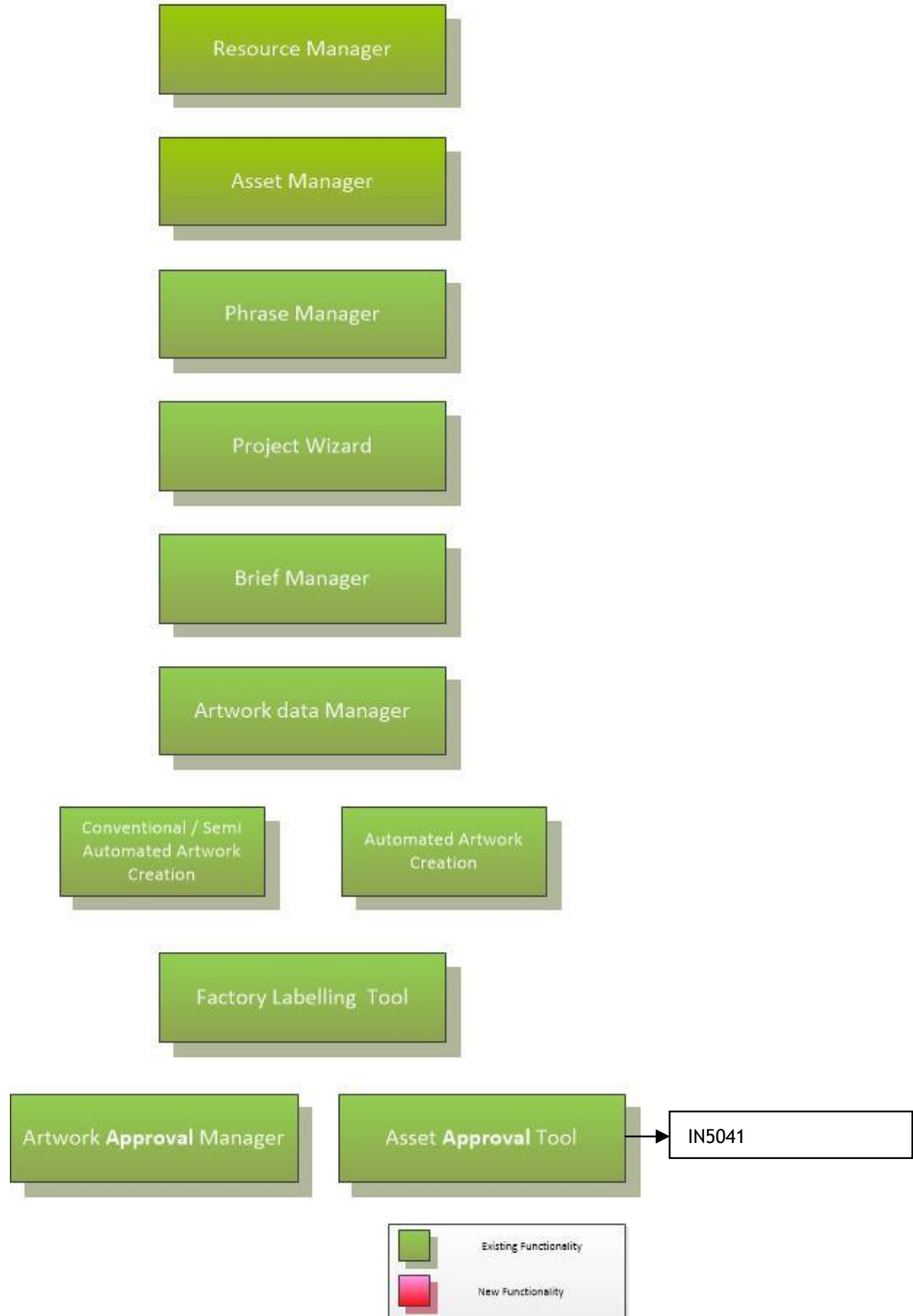
1. How Kallik categorise the level of risk
2. What supplementary action would be required
3. What level of risk is associated to the release. This is shown in detail

Risk Categorisation

Indicator	Risk level	Description	Supplementary
○	None	No risk to release	No impact to user
●	Low	A low level of risk.	Risk addressed by <ul style="list-style-type: none"> • Issue of updated user documentation. • No change to current working practices
●	Medium	A medium level of risk	Risk addressed by <ul style="list-style-type: none"> • Issue of updated user documentation. • Client Education needed on new feature. • No change to current working practice
●	High	High level of risk to the release	Risk addressed by <ul style="list-style-type: none"> • Creation of new User documentation. • User training required before application can be used in production. • Changes required to current working practice

Annex 1 – Key Changes for Release 5.2.0465

AMS 360 Functionality



Risk Assessment for Release 5.2.0465

Kallik Reference #	Test Case Reference #	Description	Linked to Functionality	Risk to existing Data Integrity	Risk to new Data Integrity	Risk to existing functionality	Risk To User	Contingency
IN5041	TC1333, TC1336, TC1339, TC1340, TC1344, TC1352, TC1763.	Change to the Asset Lifecycle workflow to allow comments for all rejections.	AAT	○	○	○	●	None required.
IN5104	TC1333.	Resolved issue in the Asset Lifecycle where approvers were not available for selection.	AAT	○	○	○	○	Bug Fix - No contingency required
IN5030	TC2037, TC2039, TC2040.	Composite artwork data levels correctly maintained following sign off to the ADM.	ADM	○	○	○	○	Bug Fix - No contingency required
IN5100	TC2161, TC2162, TC2402, TC2469.	AMS will now create both a print ready file plus a file containing audit information.	AMS	○	○	○	○	Bug Fix - No contingency required