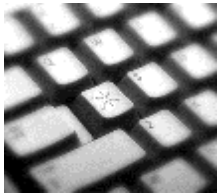
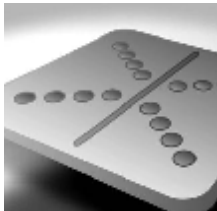




Software Deployment Risk Matrix



Customer NA



DOCUMENT CONTROL

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DOCUMENT HISTORY

Date	Revision	Change
18 th December 2015	0.1	Internal review
08 th January 2016	1.0	Customer release
27 th January 2016	1.1	IN5814 added, updated Issue Date

Table of Contents

DOCUMENT CONTROL	2
Table of Contents	3
Document Overview.....	4
What is Risk?	4
Levels of Risk	4
Annex 1 - Key Changes for Release 5.3.0323	5
Risk Assessment for Release 5.3.0323.....	6

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:-

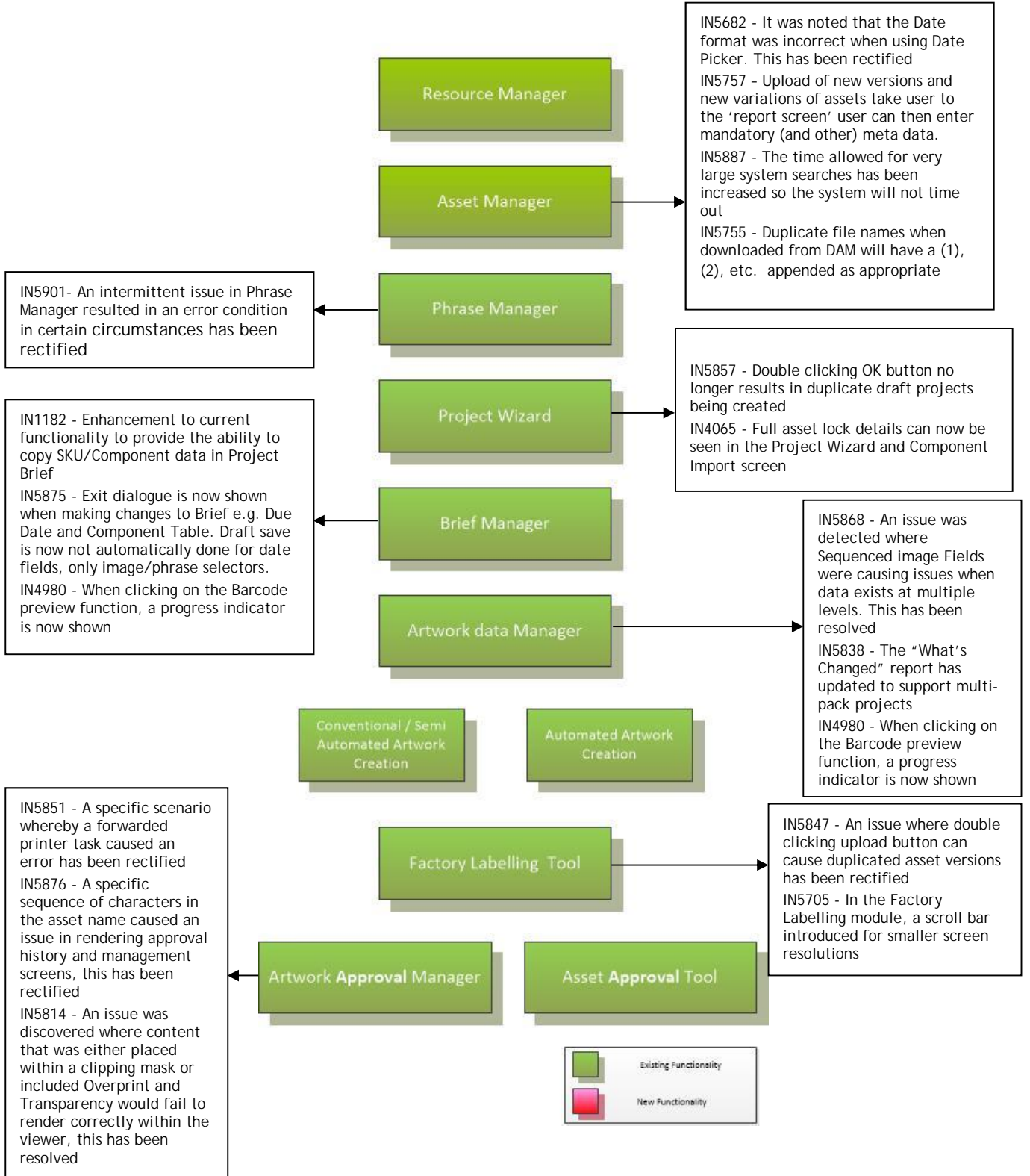
1. How Kallik categorise the level of risk
2. What supplementary action would be required
3. What level of risk is associated to the release. This is shown in detail

Risk Categorisation

Indicator	Risk level	Description	Supplementary
i	None	No risk to release	No impact to user
l	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
m	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
h	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 5.3.0323

AMS 360 Functionality



Risk Assessment for Release 5.3.0323

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
IN5868 nService 8052	TC2814, TC2815, TC2816, TC1208, TC1590	An issue was detected where Sequenced image Fields were causing issues when data exists at multiple levels. This has been resolved.	ADM	i	i	i	i	No contingency needed
IN5838, nService 7853	TC2037, TC2039	The "What's Changed" report has updated to support multi-pack projects.	ADM	i	i	i	i	Improvement to existing process so no contingency required
IN5847, nService 8063	TC2028, TC2029, TC2030, TC2031, TC2804	An issue where double clicking upload button can cause duplicated asset versions has been rectified.	AAG	i	i	i	i	No contingency needed
IN4980, nService NA	TC2394, TC2398, TC2400, TC2417	When clicking on the Barcode preview function, a progress indicator is now shown	PB/ADM	i	i	i	i	Improvement to existing process so no contingency required
IN5863, nService 7771	TC2817	The Component Status report has been amended to show correct dates irrespective of time zone	BI	i	i	i	i	No contingency needed
IN1182, nService 4402, 6056	TC2801, TC2802, TC2809, TC2803, TC2811, TC2812, TC2326	Enhancement to current functionality to provide the ability to copy SKU/Component data in Project Brief	BM	i	i	i	i	This is not an enforced change and is roles based
IN5875,	TC2622, TC2626,	Exit dialogue is now shown when making	BM	i	i	i	i	Improved

AMS Deployment Risk Matrix

nService NA	TC2326, TC1871, TC1872, TC1873	changes to Brief e.g. Due Date and Component Table. Draft save is now not automatically done for date fields, only image/phrase selectors						functionality. No contingency needed
IN5857, nService 8087	TC1431, TC1432	Double clicking OK button no longer results in duplicate draft projects being created	CM?	i	i	i	i	Improved functionality. No contingency needed
IN4065 nService 6566	TC1570, TC1584, TC1541, TC1802	Full asset lock details can now be seen in the Project Wizard and Component Import screen	PW	i	i	i	i	No contingency needed
IN5682 nService 7769	TC2768	It was noted that the Date format was incorrect when using Date Picker. This has been rectified	BM	i	i	i	i	No contingency needed
IN5757 nService 7727	TC0767, TC2647, TC2682, TC1045	When new versions and new variations of assets are uploaded the user is taken to the 'report screen' where the user can enter mandatory (and other) meta data. Reason for change is now required to be entered only once per asset, this info is transferred between tabs on metadata screen	DAM	i	i	i	i	No contingency needed
IN5887 nService 8148	TC0647, TC0777	The time allowed for very large system searches has been increased so the system will not time out	DAM	i	i	i	i	No contingency needed
IN5851 nService 8076	TC2068, TC1951, TC2002, TC2003, TC2025, TC2033, TC2044, TC2069,	A specific scenario whereby a forwarded printer task caused an error has been rectified	WM	i	i	i	i	No contingency needed

	TC2070, TC2087, TC2088, TC2036, TC2041, TC2023, TC2024, TC2017, TC2042, TC2043							
IN5876, nService 8126, 8140	TC2068, TC1934, TC1962	A specific sequence of characters in the asset name caused an issue in rendering approval history and management screens, this has been rectified	WM	i	i	i	i	No contingency needed
IN5853	TC2723, TC1951, TC2609, TC2653, TC2621, TC2655, TC1965, TC2675, TC2022, TC0567	In Review Artwork users sticky note comments can now be seen by other users by double clicking the comment	Daeja	i	i	i	i	No contingency needed
IN5705, nService 7533	TC1363, TC1365, TC1366, TC1367, TC1368	In the Factory Labelling module, a scroll bar introduced for smaller screen resolutions	Factory Labelling	i	i	i	i	No contingency needed
IN5755, nService 7618, 7693	TC2836	Files downloaded from the Asset Manager will no longer be pre-fixed by the Repository ID. However duplicate file names will have (1), (2), etc., appended as appropriate	DAM	i	i	i	i	No contingency needed
IN5901, nService 7638	TC1071, TC1072, TC1073, TC0891, TC0961, TC0962, TC0964, TC0972, TC0973, TC0974, TC0977, TC0978	An intermittent issue in Phrase Manager resulted in an error condition in certain circumstances has been rectified	PM	i	i	i	i	No contingency needed

IN5837, nService 8083	TC2833, TC2834	Component Status report now shows custom field value for multi-packs (composite SKU/composite component).	BI	i	i	i	i	No contingency needed
IN5814, nService 7337, 8009	TC2853, TC2857, TC2859, TC2860, TC2862, TC2861, TC2856, TC2855, TC2858, TC2854, TC2852, TC2851, TC2850, TC2849, TC2848, TC2847, TC2884, TC2885, TC2886, TC2887, TC2888, TC2889, TC2890, TC2891, TC2892, TC2893, TC2894, TC2897, TC2898, TC2899, TC2866, TC2867, TC2868, TC2869, TC2870, TC2871, TC2872, TC2873, TC2874, TC2875, TC2876, TC2877, TC2878, TC2879, TC2902, TC2903, TC2904, TC2905, TC2906, TC2907, TC2908, TC2909, TC2910, TC2911, TC2912, TC2915	An issue was discovered where content that was either placed within a clipping mask or included Overprint and Transparency would fail to render correctly within the viewer, this has been resolved. This change is configurable and will be made available to clients as per separate communication.	Daeja	i	i	i	i	No contingency needed

