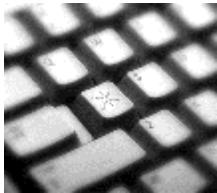
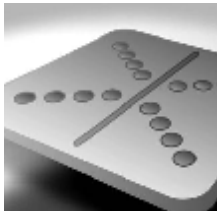




Software Deployment Risk Matrix



Customer NA



DOCUMENT CONTROL

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25 th February 2016	0.1	Internal review
25 th February 2016	1.0	Customer release
11 th March 2016	1.1	IN6003/nService8365 added

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 5.3.4	5
Risk Assessment for Release 5.3.4	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:-

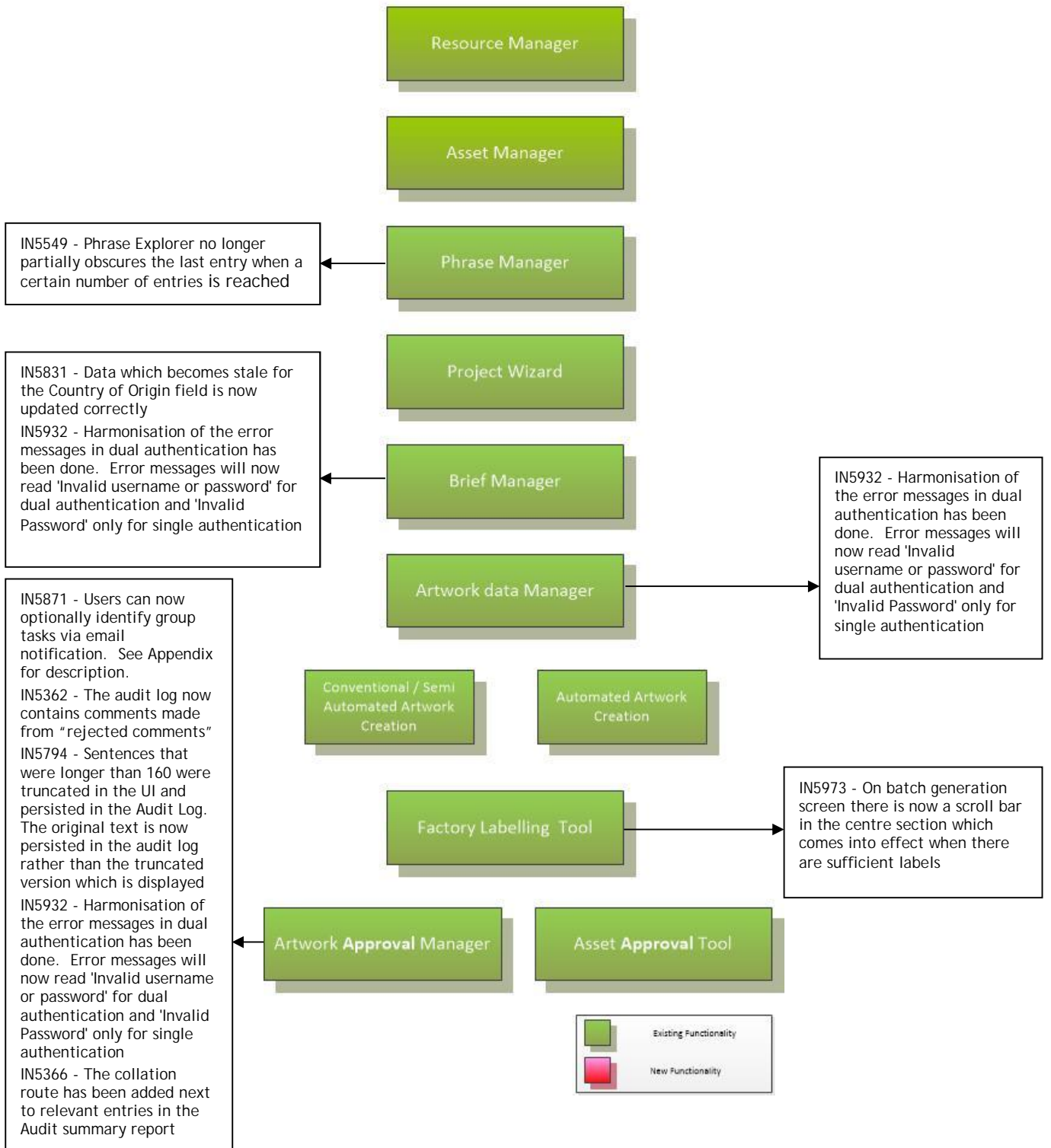
1. How Kallik categorise the level of risk
2. What supplementary action would be required
3. What level of risk is associated to the release. This is shown in detail

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 5.3.4

AMS 360 Functionality



Risk Assessment for Release 5.3.4

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
IN5871, nService 8017	TC2841, TC2191	Users can now optionally identify group tasks via email notification. See Product Release Information Appendix for description.	WM	i	i	i	i	No contingency required
IN5366, nService 7198	TC2933, TC2935, TC2938, TC2939, TC2940	The collation route has been added next to relevant entries in the Audit summary report	WM	i	i	i	i	No contingency required
IN5828, nService 7946	TC2928	A fix was made to ensure that annotations added to an artwork within the Daeja browser have the correct date and time for that specific annotation. This fix applies to both applet and HTML5 implementations of Daeja	Daeja	i	i	i	i	No contingency required
IN5953	TC2846, TC2853, TC2883, TC2865, TC2406, TC2407	A change was made to allow multi page artwork to be rendered in Daeja whilst using overprint and mask techniques.	Daeja	i	i	i	i	No contingency needed
IN5549, nService 7954	TC2706, TC1071, TC1072	Phrase Explorer no longer partially obscures the last entry when a certain number of entries is reached	PM	i	i	i	i	No contingency needed
IN5831, nService 7688	TC2924, TC2326, TC2325	Data which becomes stale for the Country of Origin field is now updated correctly	BM	i	i	i	i	No contingency needed

IN5794, nService 7826	TC2927, TC2941, TC2918, TC2820, TC2921, TC2922	Sentences that were longer than 160 were truncated in the UI and persisted in the Audit Log. The original text is now persisted in the audit log rather than the truncated version which is displayed	WM	i	i	i	i	No contingency needed
IN5932	TC1224, TC1720, TC1721, TC1656, TC2115, TC2015, TC2844	Harmonisation of the error messages in dual authentication has been done. Error messages will now read 'Invalid username or password' for dual authentication and 'Invalid Password' only for single authentication.	ADM, WM, BM	i	i	i	i	No contingency needed
IN5973, nService 7533	TC2943, TC2030	On batch generation screen there is now a scroll bar in the centre section which comes into effect when there are sufficient labels	FL	i	i	i	i	No contingency needed
IN5968, nService 8309	TC2039, TC2040	Read only status for composite artworks is now set and in effect in ADM	ADM	i	i	i	i	No contingency needed
IN6003, nService 8365	TC2840, TC2723	The content of an annotation can now be seen by hovering over an annotation	Daeja	i	i	i	i	No contingency needed