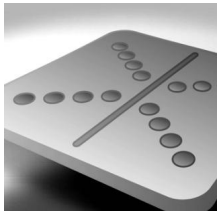




Software Deployment Risk Matrix



Customer NA



DOCUMENT CONTROL

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DOCUMENT HISTORY

Date	Revision	Change
19 th December 2016	0.1	Internal review
19 th December 2016	1.0	Customer release
10 th January 2017	1.1	IN6521, IN6515, IN5420, IN6296, IN5907, IN6650

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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:-

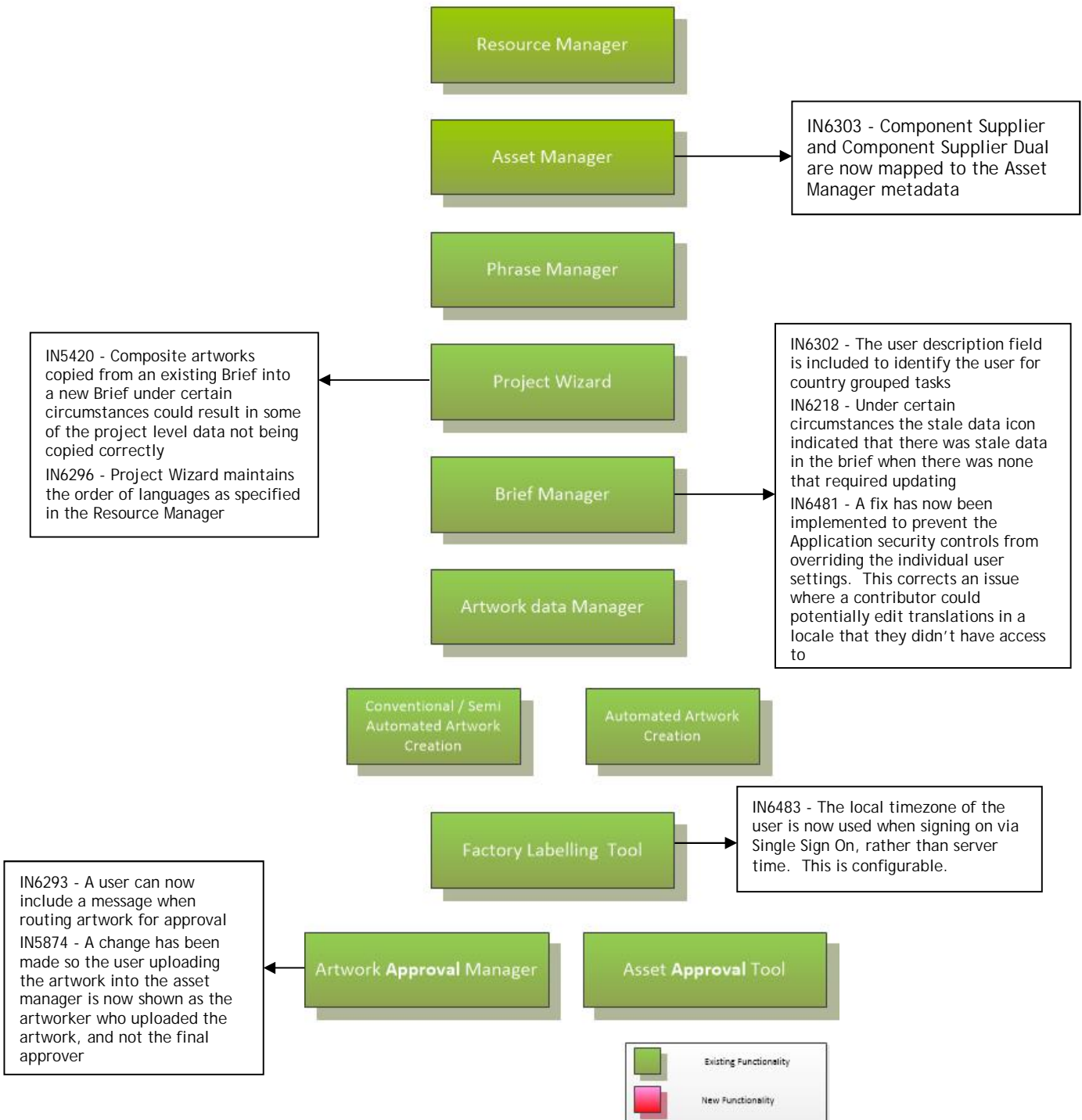
1. How Kallik categorise the level of risk
2. What supplementary action would be required
3. What level of risk is associated to the release. This is shown in detail

Risk Categorisation

Indicator	Risk level	Description	Supplementary
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 5.3.10

AMS 360 Functionality



Risk Assessment for Release 5.3.10

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
IN6293, nService 8716	TC3550, TC3552, TC3553, TC2068, TC2723, TC2583, TC2023, TC2087	A user can now include a message when routing artwork for approval. The email template will require updating with \${route.instruction}	WFM	i	i	i	i	No contingency required
IN5874, nService 8073	TC3564, TC1934, TC1962, TC2068	A change has been made so the user uploading the artwork into the asset manager is now shown as the artworker who uploaded the artwork, and not the final approver	WFM	i	i	i	i	No contingency required
IN6302, nService 8711	TC1024, TC1983, TC1626, TC1647, TC1653, TC1697	The user description field is included to identify the user for country grouped tasks	BM	i	i	i	i	No contingency required
IN6483, nService 9294	TC3558	The local timezone of the user is now used when signing on via Single Sign On, rather than server time. This is configurable.	FL	i	i	i	i	No contingency required

IN6218, nService 8405	TC2326, TC2713	Under certain circumstances the stale data icon indicated that there was stale data in the brief when there was none that required updating	BM	i	i	i	i	No contingency required
IN6481, nService 9284	TC1011	A fix has now been implemented to prevent the Application security controls from overriding the individual user settings. This corrects an issue where a contributor could potentially edit translations in a locale that they didn't have access to	BM	i	i	i	i	No contingency required
IN6221, nService 8721	TC2445	Ad-hoc tools added to each column in the Approved Artworks report to allow filtering	BI	i	i	i	i	No contingency required
RQ2041, nService 8722	TC3576, TC3577, TC2147, TC2148	The results from running a Where Used report can now be exported	BI	i	i	i	i	No contingency required
IN6303, nService 8720	NA	Component Supplier and Component Supplier Dual are now mapped to the Asset Manager metadata. Customer configured	AM	i	i	i	i	No contingency required
IN6521, nService 9574	NA	When running in applet mode and in the approval section of AMS, Daeja only opened at half-height of the screen. This issue has been rectified	Daeja	i	i	i	i	No contingency required
IN6515	TC2372, TC2373, TC2379, TC1934, TC2127, TC2128, TC2131, TC2159,	The Brief Explorer project management screen UI has been refreshed in line with other AMS modules	BE	i	i	i	i	No contingency required

	TC2068, TC2069, TC2070, TC2118, TC2586, TC2590, TC2727, TC1979, TC2017							
IN5420, nService 7164	TC2037, TC2039, TC2040, TC2054, TC2055, TC3623	Composite artworks copied from an existing Brief into a new Brief under certain circumstances could result in some of the project level data not being copied correctly	PW	i	i	i	i	No contingency required
IN6296, nService 8709	TC3566, TC3567, TC0484, TC3057	Project Wizard maintains the order of languages as specified in the Resource Manager	PW	i	i	i	i	No contingency required
IN5907, nService 8158	TC2421	There is now a check box to allow Guest accounts to be included in the User Information report	BI	i	i	i	i	No contingency required
IN6650	TC3471	A modification was made to 3 rd party access to Factory Printing to allow persistence of changes to print-related data	FL	i	i	i	i	No contingency required

Appendix

Note: All changes from 5.3.9 will be included in the live release of 5.3.10 over the weekend of 14th/15th January 2017.

IN6615 contains further modifications and improvements to the new Factory Labelling module.