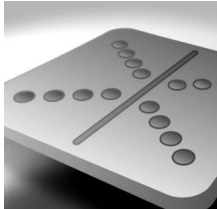




Software Deployment Risk Matrix



Customer NA



DOCUMENT CONTROL

Copyright © Kallik, 2016

Reference Code : SDRM - 049
Revision : 1.0
Issue Date : 11th November 2016
Re-Issue Date : NA
Author(s) : Software Development Manager
Authorizer(s) : COO
Issuer : Software Development Manager

DOCUMENT HISTORY

Date	Revision	Change
10 th November 2016	0.1	Internal review
11 th November 2016	1.0	Customer release

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 5.3.9	5
Risk Assessment for Release 5.3.9	6
Appendix	8

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:-

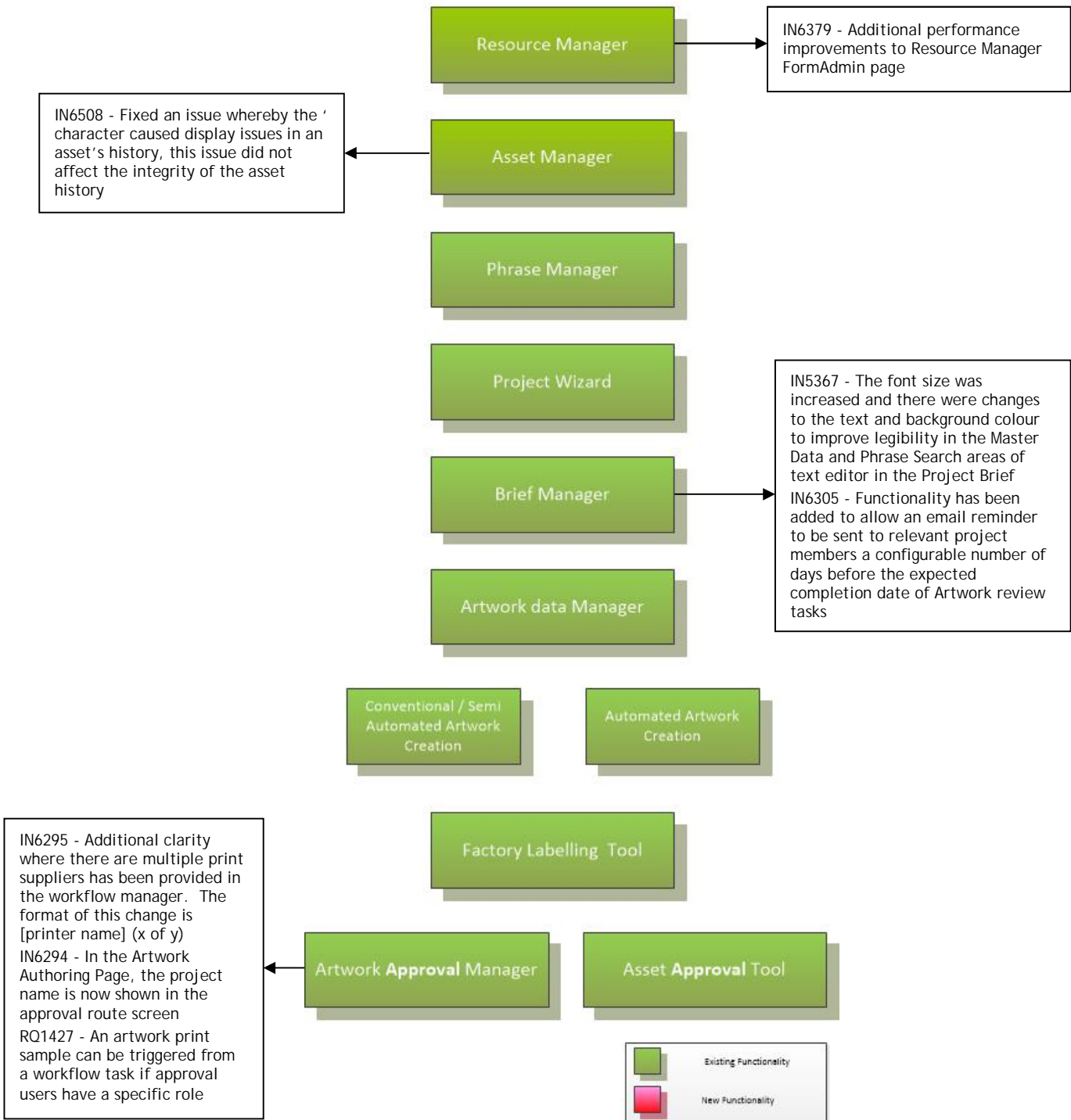
1. How Kallik categorise the level of risk
2. What supplementary action would be required
3. What level of risk is associated to the release. This is shown in detail

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 5.3.9

AMS 360 Functionality



Risk Assessment for Release 5.3.9

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
IN6295, nService 8719	TC2017, TC2044, TC2070, TC2726, TC2690, TC2041, TC2042, TC2043	Additional clarity where there are multiple print suppliers has been provided in the workflow manager. The format of this change is [printer name] (x of y)	WFM	i	i	i	i	No contingency required
IN6294, nService 8718	TC3430, TC3431, TC3432, TC3235, TC3436, TC2023, TC2723, TC2583	In the Artwork Authoring Page, the project name is now shown in the approval route screen	WFM	i	i	i	i	No contingency required
IN5367, nService 7171	NA	The font size was increased and there were changes to the text and background colour to improve legibility in the Master Data and Phrase Search areas of text editor in the Project Brief	BM	i	i	i	i	No contingency required
IN6508, nService 9371	TC1045	Fixed an issue whereby the ' character caused display issues in an asset's history, this issue did not affect the integrity of the asset history	DAM	i	i	i	i	No contingency required
IN6305, nService 8710	TC3445, TC3450, TC3446, TC3447, TC3511, TC3448, TC3451, TC3452, TC3449, TC3511	Functionality has been added to allow an email reminder to be sent to relevant project members a configurable number of days before the expected completion date of Artwork review tasks	BM	i	i	i	i	No contingency required

IN6379, nService 8843	TC0896, TC2999, TC0897, TC0291	Additional performance improvements to Resource Manager FormAdmin page	RM	i	i	i	i	No contingency required
RQ1716	TC3466, TC3467	A web service has been created which allows Brief Manager to look up component codes to ensure that a central PLM application can manage the allocation of unique component codes. Please contact your Customer Success Manager for further information	SI	i	i	i	i	No contingency required
RQ1748	TC3441, TC3442	A web service has been created which will communicate approved components to an external PLM application. Please contact your Customer Success Manager for further information	SI	i	i	i	i	No contingency required
RQ1749	TC3499	A web service has been created which communicates with a customer ERP when a production order is complete. Please contact your Customer Success Manager for further information	SI	i	i	i	i	No contingency required
RQ1427	TC3472	An artwork print sample can be triggered from a workflow task if approval users have a specific role. Please contact your Customer Success Manager for further information	AAM	i	i	i	i	No contingency required

Appendix

This page left intentionally blank.