



Software Deployment Risk Matrix



Customer NA

DOCUMENT CONTROL

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DOCUMENT HISTORY

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13 th June 2017	0.1	Internal review
16 th June 2017	1.0	Customer 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:-

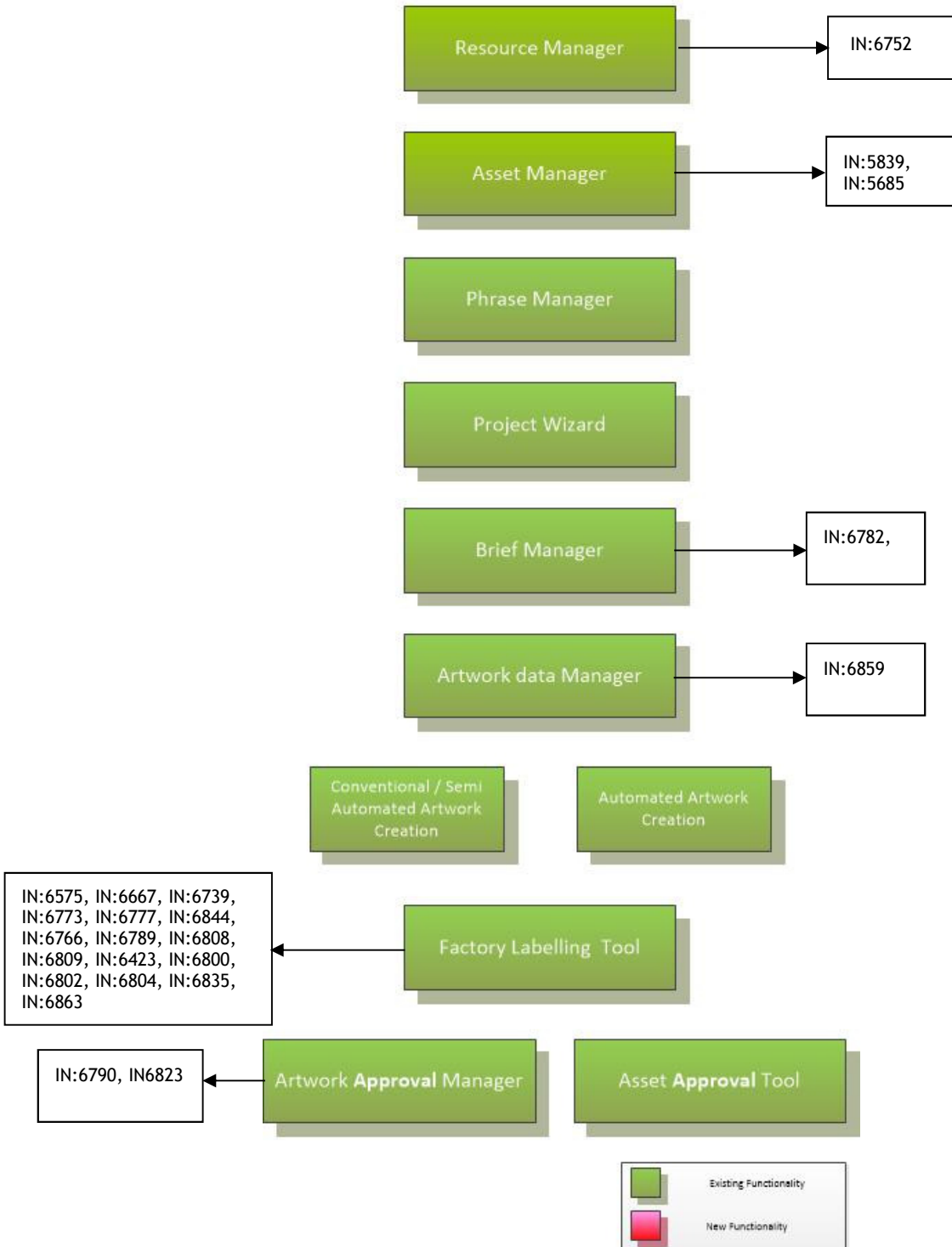
1. How Kallik categorise the level of risk
2. What supplementary action would be required
3. What level of risk is associated to the release. This is shown in detail

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 5.3.13

AMS 360 Functionality



Risk Assessment for Release 5.3.13

Kallik Reference #	Test Case Reference #	Description	Linked to Functionality	Risk to				Contingency
				existing data integrity	new data integrity	existing functionality	user	
RQ:1451	TC3745	Files that are related to a source of a Project used as a basis for a copy project should be included in the project brief and subsequent production tasks		○	●	○	○	No contingency required
RQ:2079	TC2033	Enhanced security around the user session key used by AMS has been implemented.	PEN	○	○	○	●	No contingency required
RQ:1461	TC3786	Improvements have been made to specific error messages which now include an Event Reference that can be supplied when submitting a support ticket.	PEN	○	○	○	○	No contingency required
IN:5839 nService #7911	TC991	DAM - Retain filename for greater clarity when downloading files after previewing an asset	DAM	○	○	○	○	No contingency required
IN:6575	TC3528	FL - Audit History - Field names appear multiple times in the history - Audit Table now clearly shows which fields are Order and Label	FL	○	○	○	○	No contingency required
IN:6667	TC3769, TC3770, TC3772, TC3773, TC3774	FL - Stepped printing can now accommodate 2 X 2 labels	FL	●	○	○	○	No contingency required
IN:6739	TC3769, TC3770, TC3772, TC3773, TC3774, TC3775, TC3780	FL - Full support for the Stepped printing functionality has been implemented.	FL	●	○	●	○	No contingency required
IN:6773	TC3771, TC3468, TC3495	FL - Now includes GTIN "check digit" barcode validation support.	FL	○	○	●	○	No contingency required
IN:6777	TC3465, TC3468, TC3470, TC3495, TC3529, TC3787	FL -Locking down COO "Product of" field and sending COP "Packaged in" country to Kallik as variable data	FL	○	○	○	○	No contingency required

Kallik Reference #	Test Case Reference #	Description	Linked to Functionality	Risk to				Contingency
				existing data integrity	new data integrity	existing functionality	user	
IN:6844	TC3771, TC3468, TC3495	FL - GTIN Field Validation Settings for Production Print, Reprint and Relabel Modes	FL	○	○	○	○	No contingency required
IN:6846 nService #9839	TC3793, TC3794	AMS - configuration allows "Print File" attributes to be populated from the parent artwork	FM	○	○	○	○	No contingency required
IN:6752 nService #9861	N/A	RM - Update My Profile to remove PDF Viewer Type options	RM	○	○	○	○	No contingency required
IN:6766	TC3529, TC3495	FL - Different privileges for labelling operators and labelling supervisors has been introduced. These will be detailed in the AMS Administration Guide	FL	○	○	○	○	No contingency required
IN:6789	TC3782, TC3784	FL - Change implemented to support box quantity	FL	○	○	○	○	No contingency required
IN:6790	TC2902, TC2901, TC2908, TC2909, TC2892, TC2894, TC2893, TC2898, TC2899, TC2870, TC2868, TC2871, TC2867	WM - The ViewOne/Daeja Annotations tool no longer supports the Java Applet mode and will display in HTML5 mode	WM	○	○	○	●	No contingency required
IN:6808	TC3465	FL - Sending IPN and GTIN from SAP to AMS	FL	○	○	○	○	No contingency required
IN:6809	TC3787	FL - Changes applied during relabel process are applied to batch	FL	○	○	○	○	No contingency required
IN:5685 nService #7610	N/A	DAM - re sizing window now works in chrome	DAM	○	○	○	○	No contingency required
IN:6423	TC3465	FL - Rotation field dropdown selector has been updated to 0°, 90°, 180°, 270°	FL	○	●	●	○	No contingency required

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IN:6562	TC3468	AG - Component Expiry date field can be cleared once set	AG	○	○	○	○	No contingency required
IN:6589 nService #9509	TC3395	ADM - The mechanism for the ADM File Exporter routine has been improved and will run in the background to avoid possible Apache timeouts when large batch exports are requested		○	○	○	○	No contingency required
IN:6741 nService # 9779	TC2063	AMS - Email Manager Worker modified to use multiple threads for better performance		○	○	○	○	No contingency required
IN:6782 nService #9935	TC2377, TC2378	BM - Expanded the list of characters that are not allowed when adding or renaming a SKU or component to include "+" character.	BM	○	○	○	●	No contingency required
IN:6783 nService #9883	TC3788	BI - "Project Translation Status Report" identifying missing content has been rectified	BI	○	○	○	○	No contingency required
IN:6800	N/A	FL - If Manual Order mode is first in Run Type list then the issue with input fields not displaying correctly has been rectified	FL	○	○	○	○	No contingency required
IN:6802	N/A	FL - Orders can now be edited once the order has been completed depending on the value of "printing-closed-orders-disabled".	FL	○	●	●	○	No contingency required
IN:6804	TC3423, TC3492	FL - An issue with tooltips not displaying correctly for an Asset card has been resolved	FL	○	○	○	○	No contingency required
IN:6823	TC3472, TC3785	WM - An issue that prevented returning to the WM screen from the Print Samples screen when accessed via an approval route task has been corrected.	WM	○	○	○	○	No contingency required
IN:6835 nService #101106	TC3468	FL - Date picker Month and Year view modes issue resolved	FL	○	○	○	○	No contingency required

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IN:6838 nService #9941	TC3795, TC3754, TC2117	AMS - The library used to generate the HTML Brief PDF has been upgraded to the 64bit version. This was preventing some thumbnails from appearing in document review based tasks.		○	○	●	○	No contingency required
IN:6847 nService #10133	TC3513, TC3514, TC3525	SI - Disconnected virtual printer integration files now include the SKU value; filenames of the delivered files can be configured to include Runtime Variables and Base asset attributes (including the SKU).	SI	○	○	○	○	No contingency required
IN:6863	N/A	FL - Clicking search with no ERP order number would cause session expiry error; The user will now be prompted to "Please enter an Order Number"	FL	○	○	○	○	No contingency required

Appendix

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