**<Project Name>**

**Software Quality Assurance (SQA) Plan**

**Date: <Month Year>**

**Team Members:**

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# Purpose

The purpose of this Software Quality Assurance (SQA) Plan is to establish the goals, processes, and responsibilities required to implement effective quality assurance functions for the <Project Name> project.

The <Project Name> Software Quality Assurance Plan provides the framework necessary to ensure a consistent approach to software quality assurance throughout the project life cycle. It defines the approach that will be used by the Software Quality personnel to monitor and assess software development processes and products to provide objective insight into the maturity and quality of the software.

## Scope

This plan covers SQA activities throughout the <identify phases, e.g., formulation and implementation> phases of the <Project Name>.

## Project Summary

<Describe, in approximately 1 paragraph, the purpose for your senior design project. What does it do and why is it being developed.>

# Reference Documents

The following documents were used or referenced in the development of this plan:

* IEEE STD 730-2002, IEEE Standard for Software Quality Assurance Plans
* <List any project documents which you may have referenced, for example>
* <Project Name> Project Plan, revision x.y
* <Project Name> System Implementation Plan (SIP), revision x.y
* <Project> Software Management Plan (or Product Plan), revision x.y
* <Project> Statement of Work (SOW), revision x.y
* <Project> Configuration Management Plan (CMP), revision x.y

# Quality Goals and Expectations

<List and define the quality goals as they are related to this project. These goals will impact what quality actions are taken. Essentially, the quality goals refer to the quality requirements for the product.>

# Software Reviews

## Purpose

This section identifies the number and type of reviews and engineering peer reviews that will be performed. It describes the artifact types to be reviewed as well as the format of the reviews that will be conducted. These reviews have been scheduled on the WBS and accounted for in project planning.

## Review Schedule

### Artifact 1

Describe the review procedure which will be used for this artifact. If there is an applicable checklist, reference it here and add the checklist to the references section.

### Artifact 2

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# Test

## Purpose

This section defines the types of testing and the scope of testing activities for this software development. Testing shall include both developmental testing as well as acceptance level testing. For each type, the scope of testing shall be defined as well as the responsible parties.

### Testing Type 1

#### Scope

To what portions of the project is this testing applicable

#### Testing Description

What will you be doing and how will you do it?

#### Responsible Party

Who is responsible for this testing (May reference the WBS for this if one has been created)

# Problem Reporting and Corrective Action

This section defines the problem reporting process and corrective action procedure to be used by <Project Name>.

[Overall, this section will define how you will log bugs and problems to ensure that they are closed prior to the end of the project.]

# Tools, Techniques and Methodologies

SQ personnel will require access to the following: [Add/delete tools, as appropriate. The goal is to list which tools are to be used for quality activities Ideally, this is a table which defines the tool, the purpose, and any applicable versioning information.]

|  |  |  |
| --- | --- | --- |
| Tool Name | Version | Purpose |
| Microsoft Office tools (i.e., Word, Excel, and PowerPoint) | Office 97 | General Documentation, etc. |
| Jumble |  |  |
| JUnit |  |  |
| Rational Rose Test Suite |  |  |
| GForge |  |  |
| SVN |  |  |
| Rational Rose Test Suite |  |  |
| Visual Basic |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

# Configuration Management

[This section defines your configuration management tools and procedures. How will you handle changes to your project, such as scope creep and or SRS modifications? What is the format of your CCB? How will your archive integrity be ensured when software releases? Who is responsible for configuration management audits? If this is defined separately in a CMP, then this section may simply reference it.]

# Revision History

|  |  |  |
| --- | --- | --- |
| **Version** | **Date** | **Change Log** |
|  |  |  |
|  |  |  |