The task of reviews

- General technique to assess the state of software

**Review:** A process or meeting during which a work product ... is presented to project personnel, managers, users, customers, or other interested parties for comment or approval. Types include code review, design review, formal qualification review, requirements review, test readiness review (IEEE Std. 610.12-1990).
Reviews in our project

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Work product: course materials

Main part: 5 Parts, 27 Topics, 1400 Slides
Review report form (1)

<table>
<thead>
<tr>
<th>Review report</th>
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<tbody>
<tr>
<td>Review object: (e.g. topic03.ppt)</td>
</tr>
<tr>
<td>Version: (e.g. Mar.23,2003)</td>
</tr>
<tr>
<td>Reviewer(s): (e.g. K. Zdravkova)</td>
</tr>
<tr>
<td>Date: (e.g. May.23,2003)</td>
</tr>
</tbody>
</table>

1. General remarks and general impression concerning the state of the review object (e.g. too many textual slides - should be replaced by figures)
2. Contents errors and misspellings in the slides (e.g. wrong contents)
3. Physical errors in the slides (e.g. the order of animated parts)
4. Slides with a bad style and suggestions for improvements (e.g. too much contents, too textual)

Review report form (2)

5. Deviations from the style guides (e.g. slide 3: question to students not in a cloud)
6. Additional suggestions for improvements and extensions of the review object
7. Lecture notes for particular slides: (e.g. slide3: LN adequate, missing, should be extended, too long)
8. Experience report from a lecture:
   - conveniences and inconveniences
   - involvement of students (by questions)
9. Experience with the translation into the native language
10. Suggestions to improve the review report form
Review Reports: a means to Collect Experience and Feedback

Review object: a topic of a certain version as a whole (topic = semantic unit)

1. General impression of the whole topic
6. Suggestions for improvements

New slides (ppt)

Review of single slides

2. Contents errors (including misspellings)?
3. Physical errors (animation, place of slide elements)?
4. General assessment of the slide style
5. Deviations from the style guides?

The classical waterfall model (1970)

Analysis and Definition
Design
Implementation
Test
Usage and Maintenance

Problems?
Review of the lecture notes

1. Topic 3: Lecture Notes
   (instructions for the lecturer)
   - Author of the topic: ...
   - English version: ...
   - Author of the lecture notes: ...
   - About the subject of this topic: ...
   - To do: ...
   - Slides that could be improved and replaced: ...
   - Duration of the lecture: ...
   - History of changes: ...

2. Contents: ...
   - Methodology: ...
   - Remarks: ...
   - Answer to the question "Problems?": ...

Review report form (1)

Review report
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Version: (e.g. Mar. 23, 2003)
Reviewer(s): (e.g. K. Zdravkova)
Date: (e.g. May 23, 2003)

1. General remarks and general impression concerning the state of the review object (e.g. too many textual slides - should be replaced by figures)

2. Contents errors and misspellings in the slides (e.g. wrong contents)

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4. Slides with a bad style and suggestions for improvements (e.g. too much contents, too textual)

Points 1-5: assess the current state of the document
Point 1: the whole topic
Points 2-5: contents of particular slides

7. Lecture notes: adequate, missing, too long ...?
Review report form (2)

5. Deviations from the style guides
   (e.g. slide 3: question to students not in a cloud)

6. Additional suggestions for improvements and enhancements of the review object

7. Lecture notes for particular slides:
   (e.g. slide 3: LN adequate, missing, should be extended, too long)

8. Experience report from a lecture:
   - conveniences and inconveniences
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Compare with document „Slide style guides“
Are the instructions for the lecturer adequate?
Requirement: lecture has been held
Translation to national languages
Metaquestion

Review reports: the purpose in our project
Involved persons with an opinion to the lecture material

- original developer
- lecture notes provider
- translator
- modifiers
- lecturers
- students

Topic 5
Review reports: the purpose in our project

Main purposes:
1. Collect information on the current state of a review object from different persons
2. Draw conclusions:
   • evaluate the review reports
   • modify and extend the material

→ Discussion forum
→ Version management

Involved persons with an opinion to the lecture material:
- Original developer
- Lecture notes provider
- Translator
- Modifiers
- Topics
- Students
- Lecturers
- Students

Review Reports: a means to Collect Experience and Feedback