

Document information availability, Document completeness	completeness_of_ID1_ presentation_document
It is the name of the produkt	Name of the produkt
	Degree of information for the “Name of the product”
It is the version of the produkt	Version of the produkt
	Degree of information for the “Version of the product”
The date of the release of the product	Release date of the produkt
	Degree of information for the “Release date of the product”
That is a copy of a set of files and directories of the and their location	Snapshot of the produkt
	Degree of information for the “Snapshot of the product”
Different ways to contact the FLOSS (email, mailling list, address,...)	Ways to contact the FLOSS
	Degree of information for the “Ways to contact the FLOSS”

Document information availability, Document completeness	completeness_of_ID2.1_ Installation_guide
Documented need for the installation procedure	Prerequisites, Requirements
	Degree of information for the feature above
Different source code files for the installation and their location	The source file (Website, ZipFile or SVN)
	Degree of information for the feature above
It is information related to the installation procedure, the configuration file and the authentication data used to effectively put the program in a computer system so that it can be executed.	Installation, Configuration, Authentication
	Degree of information for the feature above
List of language available for the installation procedure	Language Packs
	Degree of information for the feature above

Document information availability, Document completeness	completeness_of_ID2.2_ Introductory guide
Describe the intended audience, scope, and purpose for the document and include a brief overview of the software purpose, functions, and operating environment.	Introduction
	Degree of information for the feature above
It is information related to the installation procedure, the configuration file and the authentication data used to effectively put the program in a computer system so that it can be executed.	Installation
	Degree of information for the feature above
Information needed to start effectively using the product	Getting started
	Degree of information for the feature above
They are the main functionalities and concept in the product	Basis concepts and functionalities
	Degree of information for the feature above
Answer of the main questions of the user	Getting help
	Degree of information for the feature above
More references that can help to have more information	Further reading
	Degree of information for the feature above

Document information availability, Document completeness	completeness_of_ID2.3_ frequently asked questions
FAQ about the purpose, scope, and objectives of the project, the project assumptions and constraints.	Overview
	Degree of information for the feature above
FAQ about the technology of the product	Technology (installing and running the tool...)
	Degree of information for the feature above
FAQ about the location and some resources (SVN, CVS,	Mirrors

repositories, ...) of the produkt	Degree of information for the feature above
FAQ about the community of the FLOSS	Community
	Degree of information for the feature above
FAQ about the license of the product	Licensing
	Degree of information for the feature above
FAQ about the support system for the FLOSS	The help system
	Degree of information for the feature above
FAQ about the different language of the product	Language
	Degree of information for the feature above
FAQ about the development of the product	Development
	Degree of information for the feature above
FAQ about the other issues in the FLOSS	Others
	Degree of information for the feature above

Document information availability, Document completeness	completeness_of_ID2.4_ User_manual_guide
Describe the intended audience, scope, and purpose for the document and include a brief overview of the software purpose, functions, and operating environment.	Introduction
	Degree of information for the feature above
Include information on how it is to be used and an explanation of the notation	Information for use of the documentation
	Degree of information for the feature above
Explain the conceptual background for use of the software, using such methods as a visual or verbal overview of the process or workflow; or the theory, rationale, algorithms, or general concept of operation.	Concept of operations
	Degree of information for the feature above
Instructional mode documentation that provides directions for performing procedures. Instructions shall include preliminary information, instructional steps, and completion information.	Procedures
	Degree of information for the feature above
Explain the formats and procedures for user-entered software commands, including required parameters, optional parameters, default options, order of commands, and syntax	Information on software commands
	Degree of information for the feature above
Address all known problems in using the software in sufficient detail such that the users can either recover from the problems themselves or clearly report the problem to technical support personnel.	Error messages and problem resolution
	Degree of information for the feature above
Contain information on accessing related information sources, such as a bibliography, list of references, or links to related web pages.	Related information sources
	Degree of information for the feature above

Document information availability, Document completeness	completeness_of_ID2.5_ Accumulative experience notes
<p>It is a Usenet, Mailing list, or E-mail message sent to notify subscribers for an announcement. We have many type of announcements: The contents of an announcement usually contain a title line which contains the tool name, version, release name, and date. Additional contents often fall into the following message sections:</p> <p>About - a short paragraph summary of the tool's purpose</p> <p>Changes - a list of the highest impact changes since the last release (should be brief since the changelog comprises the definitive list)</p> <p>Resources - links to project pages of interest, such as homepage, where to download, bug tracking system.</p> <p>Some additional, optional fields might include Highlights, Author(s), License, Requirements, and Release History</p>	Announcements
	Degree of information for the feature above
<p>At least two quite different types of mailing lists can be defined: the first one is closer to the literal sense, where a "mailing list" of people is used as a recipient for newsletters, periodicals or advertising. Traditionally this was done through the postal system, but with the rise of e-mail, the electronic mailing list became popular. The second type allows members to post their</p>	Mailling lists
	Degree of information for the feature above

own items which are broadcast to all of the other mailing list members. This second category is normally termed a "SAFE LIST" by all the members that use it on the Internet.	
An Internet forum, or message board, is an online discussion site. People participating in an Internet forum can build bonds with each other and interest groups will easily form around a topic's discussion, subjects dealt within or around sections in the forum.	Discussions forums Degree of information for the feature above
Collection of Web pages designed to enable anyone who accesses it to contribute or modify content, using a simplified markup language.	Wiki Degree of information for the feature above

Document information availability, Document completeness	completeness_of_ID3.1_ Requirements_document
The introduction should provide an overview of the entire requirements document.	1. Introduction
Delineate the purpose of the requirements document; Specify the intended audience for the requirements document.	1.1. Purpose Degree of information for the "1.1. Purpose"
Identify the software product(s) to be produced; Explain what the product(s) will, and will not do; Describe benefits, objectives, and goals.	1.2. Scope Degree of information for the "1.2. Scope"
Definitions of all terms, acronyms, and abbreviations required to properly interpret the requirements document.	1.3. Definitions, acronyms, abbreviations Degree of information for the "1.3. Definitions, acronyms, abbreviations"
Provide a complete list of all documents referenced elsewhere in the requirements document;	1.4. Reference documents Degree of information for the "1.4. Reference documents"
Describe what the rest of the requirements document contains; Explain how the requirements document is organized	1.5. Overview Degree of information for the "1.5. Overview"
Describe the general factors that affect the product and its requirements. Provides a background for those requirements	2. Overall description
Put the product into perspective with other related products or clearly state that it is independent. subsection should also describe how the software operates inside various constraints: system interfaces, uinterfaces, hardware interfaces, software interfaces, communications interfaces, memory, operations, and site adaptation requirements	2.1. Product perspective Degree of information for the "2.1. Product perspective"
Provide a summary of the major functions that the software will perform	2.2. Product function Degree of information for the "2.2. Product function"
Describe those general characteristics of the intended users of the product including educational level, experience, and technical expertise	2.3. User characteristics Degree of information for the ""
Provide a general description of any other items that will limit the developer's options	2.4. Constraints Degree of information for the "2.4. Constraints"
List each of the factors that affect the requirements stated in the SRS. These factors are not design constraints on the software but are, rather, any changes to them that can affect the requirements	2.5. Assumptions and Dependencies Degree of information for the "2.5. Assumptions and Dependencies"
Identify requirements that may be delayed until future versions of the system	2.6. Apportioning of requirements Degree of information for the "2.6. Apportioning of requirements "
This section of the requirements document should contain all of the software requirements to a level of detail sufficient to enable designers to design a system to satisfy those requirements, and testers to test that the system satisfies those requirements.	3. Specific requirements

This should be a detailed description of all inputs into and outputs from the software system.	3.1. External Interface Requirements
The logical characteristics of each interface between the software product and its users; All the aspects of optimizing the interface with the person who must use the system.	3.1.1. User interfaces Degree of information for the “3.1.1. User interfaces”
Specify the logical characteristics of each interface between the software product and the hardware components of the system.	3.1.2. Hardware interfaces Degree of information for the “3.1.2. Hardware interfaces”
Specify the use of other required software products, and interfaces with other application systems	3.1.3. Software interfaces Degree of information for the “3.1.3. Software interfaces”
Specify the various interfaces to communications such as local network protocols, etc.	3.1.4. Communication interfaces Degree of information for the “3.1.4. Communication interfaces”
Define the fundamental actions that must take place in the software in accepting and processing the inputs and in processing and generating the outputs.	3.2. Functional requirements Degree of information for the “3.2. Functional requirements”
Specify both the static and the dynamic numerical requirements placed on the software or on human interaction with the software as a whole.	3.3. Performance requirements Degree of information for the “3.3. Performance requirements”
Specify design constraints that can be imposed by other standards, hardware limitations, etc.	3.4. Design constraints
Specify the requirements derived from existing standards or regulations	3.4.1. Standards compliance Degree of information for the “3.4.1. Standards compliance”
Specify the constraints the software product needs to respect to be compatible with hardware	3.4.2. Hardware limitations Degree of information for the “3.4.2. Hardware limitations”
There are a number of attributes of software that can serve as requirements. It is important that required attributes be specified so that their achievement can be objectively verified.	3.5. Software system attributes (qualities)
Specify the factors required to establish the required reliability of the software system at time of delivery	3.5.1. Reliability Degree of information for the “3.5.1. Reliability”
Specify the factors required to guarantee a defined availability level for the entire system such as checkpoint, recovery, and restart	3.5.2. Availability Degree of information for the “3.5.2. Availability”
Specify the factors that protect the software from accidental or malicious access, use, modification, destruction, or disclosure	3.5.3. Security Degree of information for the “3.5.3. Security”
Specify attributes of software that relate to the ease of maintenance of the software itself	3.5.4. Maintainability Degree of information for the “3.5.4. Maintainability”
Specify attributes of software that relate to the ease of porting the software to other host machines and/or operating systems	3.5.5. Portability Degree of information for the “3.5.5. Portability”
Other requirement might include specification of issues, off-the-shelf solutions, new problems, tasks, cutover, risks, costs, user documentation and training, other ideas for solutions	3.6. Other requirements Degree of information for the “3.6. Other requirements”

Document information availability, Document completeness	completeness_of_ID3.2_Design_document
An design document is a representation or model of the software system to be created. The model should provide the precise design information needed for planning, analysis, and implementation of the software system. It should represent a partitioning of the system into design entities and describe the important properties and relationships among those entities. The design description model used to represent a software system can be expressed as a collection of design entities, each possessing properties and relationships. To simplify the model, the properties and relationships of each design entity are described by a standard set of attributes. The design information needs of project members are satisfied	1. Introduction 1.1. Purpose Degree of information for the feature above 1.2. Scope Degree of information for the feature above 1.3. Definitions and acronyms Degree of information for the feature above

through identification of the entities and their associated attributes. A design description is complete when the attributes have been specified for all the entities.	
Provide a complete list of all documents referenced elsewhere in the design document	2. Reference documents Degree of information for the feature above
The decomposition description records the division of the software system into design entities. It describes the way the system has been structured and the purpose and function of each entity. For each entity, it provides a reference to the detailed description via the identification attribute. The attribute descriptions for identification, type, purpose, function, and subordinates should be included in this design view. This attribute information should be provided for all design entities.	3. Decomposition description 3.1. Module description Degree of information for the feature above 3.2. Concurrent process description Degree of information for the feature above 3.3. Data description Degree of information for the feature above
The dependency description specifies the relationships among entities. It identifies the dependent entities, describes their coupling, and identifies the required resources. This design view defines the strategies for interactions among design entities and provides the information needed to easily perceive how, why, where, and at what level system actions occur. It specifies the type of relationships that exist among the entities such as shared information, prescribed order of execution, or well-defined parameter interfaces. The attribute descriptions for identification, type, purpose, dependencies, and resources should be included in this design view. This attribute information should be provided for all design entities.	4. Dependency description 4.1. Intermodule dependencies Degree of information for the feature above 4.2. Interprocess dependencies Degree of information for the feature above 4.3. Data dependencies Degree of information for the feature above
The entity interface description provides everything designers, programmers, and testers need to know to correctly use the functions provided by an entity. This description includes the detail of external and internal interfaces not provided in the software requirements specification. This design view consists of a set of interface specifications for each entity. The attribute descriptions for identification, function, and interfaces should be included in this design view. This attribute information should be provided for all design entities.	5. Interface description 5.1. Module interface Degree of information for the feature above 5.2. Process interface Degree of information for the feature above
The detailed design description contains the internal detail of each design entity. These detail include the attribute descriptions for identification, processing, and data. This attribute information should be provided for all design entities.	6. Detailed design 6.1. Module detailed design Degree of information for the feature above 6.2. Data detailed design Degree of information for the feature above

Document information availability, Document completeness	completeness_of_ID3.3_Implementation_document
Describe the specific purpose, goals, and scope of the software implementation effort	1.Introduction Degree of information for the feature above
Identify the documents placing constraints on the implementation effort, documents referenced by the implementation plan, and any supporting documents supplementing or implementing the implementation plan including other plans or task descriptions that elaborate detail of this plan	2. References Degree of information for the feature above
Define or reference all terms required to understand the implementation plan	3. Definitions Degree of information for the feature above
Describe how the overall software is decomposed for implementing it. Explain how interfaces between separate software units are implemented	4. Software decomposition to separate implementation units Degree of information for the feature above
Characterise how each individual software unit is implemented within the software	5. Unit implementation Degree of information for the feature above
Describe how each of the implemented software units satisfy the design and requirements solutions. Describe which software units were not implemented in the current version of the software	6. Traceability Degree of information for the feature above
Provide the source code how it is implemented. The source code must be fully explained by the complementary text (usually natural language)	7. Appendix

Document information availability, Document completeness	completeness_of_ID3.4_ Testing_document
Prescribe the scope, approach, resources, and schedule of the testing activities. To identify the items being tested, the features to be tested, the testing tasks to be performed, the personnel responsible for each task, and the risks associated with this plan	Test plan
Specify the unique identifier assigned to this test plan	Test plan identifier
	Test plan identifier
Summarize the software items and software features to be tested. The need for each item and its history may be included	Introduction
	Introduction
Identify the test items including their version/revision level. Also specify characteristics of their transmittal media that impact hardware requirements or indicate the need for logical or physical transformations before testing can begin	Test items
	Degree of information for the feature above
Identify all software features and combinations of software features to be tested. Identify the test design specification associated with each feature and each combination of features	Features to be tested
	Degree of information for the feature above
Identify all features and significant combinations of features that will not be tested and the reasons	Features not to be tested
	Degree of information for the feature above
Describe the overall approach to testing. For each major group of features or feature combinations, specify the approach that will ensure that these feature groups are adequately tested. Specify the major activities, techniques, and tools that are used to test the designated groups of features	Approach
	Degree of information for the feature above
Specify the criteria to be used to determine whether each test item has passed or failed testing	Item pass/fail criteria
	Degree of information for the feature above
Specify the criteria used to suspend all or a portion of the testing activity on the test items associated with this plan. Specify the testing activities that must be repeated, when testing is resumed	Suspension criteria and resumption requirements
	Degree of information for the feature above
Identify the deliverable documents	Test deliverables
	Degree of information for the feature above
Identify the set of tasks necessary to prepare for and perform testing. Identify all intertask dependencies and any special skills required.	Testing tasks
	Degree of information for the feature above
Specify both the necessary and desired properties of the test environment	Environmental needs
	Degree of information for the feature above
Identify the groups responsible for managing, designing, preparing, executing, witnessing, checking, and resolving	Responsibilities
	Degree of information for the feature above
Specify test staffing needs by skill level. Identify training options for providing necessary skills	Staffing and training needs
	Degree of information for the feature above
Include test milestones identified in the software project schedule as well as all item transmittal events	Schedule
	Degree of information for the feature above
Identify the high-risk assumptions of the test plan. Specify contingency plans for each	Risks and contingencies
	Degree of information for the feature above
Specify the names and titles of all persons who must approve this plan. Provide space for the signatures and dates.	Approvals
	Degree of information for the feature above
Specify refinements of the test approach and to identify the features to be tested by this design and its associated tests.	Test design specification
Specify the unique identifier assigned to this test design specification. Supply a reference to the associated test plan, if it exists.	Test design specification identifier
	Degree of information for the feature above
Identify the test items and describe the features and combinations of features that are the object of this design specification	Features to be tested
	Degree of information for the feature above
Specify refinements to the approach described in the test plan. Include specific test techniques to be used. The method of analyzing test results should be identified	Approach refinements
	Degree of information for the feature above
List the identifier and a brief description of each test case	Test identification

associated with this design	Degree of information for the feature above
Specify the criteria to be used to determine whether the feature or feature combination has passed or failed	Feature pass/fail criteria
	Degree of information for the feature above
Define a test case identified by a test design specification	Test case specification
Specify the unique identifier assigned to this test case specification	Test case specification identifier
	Degree of information for the feature above
Identify and briefly describe the items and features to be exercised by this test case	Test items
	Degree of information for the feature above
Specify each input required to execute the test case	Input specifications
	Degree of information for the feature above
Specify all of the outputs and features required of the test items. Provide the exact value for each required output or feature	Output specifications
	Degree of information for the feature above
Specify the characteristics and configurations of the hardware required to execute this test case Specify the system and application software required to execute this test case Specify any other requirements such as unique facility needs or specially trained personnel	Environmental needs
	Degree of information for the feature above
Describe any special constraints on the test procedures that execute this test case	Special procedural requirements
	Degree of information for the feature above
List the identifiers of test cases that must be executed prior to this test case. Summarize the nature of the dependencies	Intercase dependencies
	Degree of information for the feature above
Specify the steps for executing a set of test cases or, more generally, the steps used to analyze a software item in order to evaluate a set of features.	Test procedure specification
Specify the unique identifier assigned to this test procedure specification. Supply a reference to the associated test design specification	Test procedure specification identifier
	Degree of information for the feature above
Describe the purpose of this procedure	Purpose
	Degree of information for the feature above
Identify any special requirements that are necessary for the execution of this procedure	Special requirements
	Degree of information for the feature above
Include the steps of the procedure	Procedure steps
	Degree of information for the feature above
Identify the test items being transmitted for testing. It includes the person responsible for each item, its physical location, and its status. Any variations from the current item requirements and designs are noted in this report	Test item transmittal report
Specify the unique identifier assigned to this test item transmittal report	Transmittal report identifier
	Degree of information for the feature above
Identify the test items being transmitted, including their version/revision level	Transmitted items
	Degree of information for the feature above
Identify the location of the transmitted items	Location
	Degree of information for the feature above
Describe the status of the test items being transmitted	Status
	Degree of information for the feature above
Specify the names and titles of all persons who must approve this transmittal	Approval
	Degree of information for the feature above
Provide a chronological record of relevant detail about the execution of tests	Test log
Specify the unique identifier assigned to this test log	Test log identifier
	Degree of information for the feature above
Identify the items being tested including their version/revision levels Identify the attributes of the environments in which the testing is conducted	Description
	Degree of information for the feature above
Document any event that occurs during the testing process that requires investigation	Test incident report
Specify the unique identifier assigned to this test incident report	Test incident report identifier
	Degree of information for the feature above
Summarize the incident. Identify the test items involved indicating their version/revision level	Summary
	Degree of information for the feature above
Provide a description of the incident	Incident description
	Degree of information for the feature above
If known, indicate what impact this incident will have on test	Impact

plans, test design specifications, test procedure specifications, or test case specifications	Degree of information for the feature above
Summarize the results of the designated testing activities and to provide evaluations based on these results	Test summary report
Specify the unique identifier assigned to this test summary report	Test summary report identifier
	Degree of information for the feature above
Summarize the evaluation of the test items. Identify the items tested, indicating their version/revision level. Indicate the environment in which the testing activities took place	Summary
	Degree of information for the feature above
Report any variances of the test items from their design specifications. Indicate any variances from the test plan, test designs, or test procedures. Specify the reason for each variance	Variances
	Degree of information for the feature above
Evaluate the comprehensiveness of the testing process against the comprehensiveness criteria specified in the test plan	Comprehensive assessment
	Degree of information for the feature above
Summarize the results of testing. Identify all resolved incidents and summarize their resolutions. Identify all unresolved incidents	Summary of results
	Degree of information for the feature above
Provide an overall evaluation of each test item including its limitations. This evaluation shall be based upon the test results and the item level pass/fail criteria. An estimate of failure risk may be included	Evaluation
	Degree of information for the feature above
Summarize the major testing activities and events	Summary of activities
	Degree of information for the feature above
Specify the names and titles of all persons who must approve this report	Approvals
	Degree of information for the feature above

Document information availability, Document completeness	completeness_of_ID3.5_Maintenance_document
Describe the specific purpose, goals, and scope of the software maintenance effort, including deviations from this standard	1.Introduction
	Degree of information for the feature above
Identify the documents placing constraints on the maintenance effort, documents referenced by the maintenance plan, and any supporting documents supplementing or implementing the maintenance plan including other plans or task descriptions that elaborate detail of this plan	2. References
	Degree of information for the feature above
Define or reference all terms required to understand the maintenance plan	3. Definitions
	Degree of information for the feature above
Describe organization, scheduling priorities, resources, responsibilities, tools, techniques, and methods necessary to perform the software maintenance process	4. Software maintenance overview
Describe the organization of the software maintenance effort. Describe the lines of communication with the software maintenance effort including external organizations, the authority for resolving issues raised in the software maintenance effort, and the authority for approving software maintenance products	4.1. Organisation
	Degree of information for the feature above
Describe how the maintenance activity will be grouped into work packages, the factors that determine the organizational maintenance priorities, and the process for assigning a priority to a work package and how the resources are assigned to prioritized work packages	4.2. Scheduling priorities
	Degree of information for the feature above
Summarize the software maintenance resources, including staffing, facilities, tools, finances, and special procedural requirements	4.3. Resource summary
	Degree of information for the feature above
Identify an overview of the organizational element(s) and responsibilities for maintenance activities	4.4. Responsibilities
	Degree of information for the feature above
Describe the special documents, software maintenance tools, techniques, methods, and operating and test environment to be used in the maintenance process	4.5. Tools, techniques and methods
	Degree of information for the feature above
Identify actions to be performed for each of the software maintenance pahases	5. Software maintenance process
a) Phase input. What is needed to perform the phase. b) Phase output. What results when the phase is performed. c) Phase process. The detail of what a phase is expected to do.	5.1. Problem/ modification identification/ classification, and prioritization
	Degree of information for the feature above

d) Phase controls. What is to be performed to control the results of the phase.	5.2. Analysis
	Degree of information for the feature above
	5.3. Design
	Degree of information for the feature above
	5.4. Implementation
	Degree of information for the feature above
	5.5. System testing
	Degree of information for the feature above
	5.6. Acceptance testing
	Degree of information for the feature above
	5.7. Delivery
	Degree of information for the feature above
Describe how information will be collected and provided for each reporting period, including: work packages completed, work packages in-work, work packages received, and backlog	6. Software maintenance reporting requirements
	Degree of information for the feature above
Describe the anomaly resolution and reporting; deviation policy; control procedures; and standards, practices, and conventions	7. Software maintenance administrative requirements
Describe the method of reporting and resolving anomalies, including the criteria for reporting an anomaly, the anomaly distribution list, and authority for resolving anomalies.	7.1. Anomaly resolution and reporting
	Degree of information for the feature above
Describe the procedures and forms used to deviate from the plan	7.2. Deviation policy
	Degree of information for the feature above
Identify control procedures applied during the maintenance effort	7.3. Control procedures
	Degree of information for the feature above
Identify the standards, practices, and conventions that govern the performance of maintenance actions including internal organizational standards, practices, and policies	7.3. Standards, practices, and conventions
	Degree of information for the feature above
Describe the procedures for tracking performance through all software maintenance phases for each work item	7.4. Performance tracking
	Degree of information for the feature above
Describe how the plan is reviewed, updated, and approved to ensure plan correctness and currency	7.5. Quality control of plan
	Degree of information for the feature above
Describe the procedures to be followed in recording and presenting the outputs of the maintenance process	8. Software maintenance documentation requirements
	Degree of information for the feature above

Document information availability, Document completeness	completeness_of_ID4.1_Management_document
Provide an overview of the purpose, scope, and objectives of the project, the project assumptions and constraints, a list of project deliverables, a summary of the project schedule and budget, and the evolution plan	1. Overview
Describe the summary of the project	1.1 Project summary
Define the purpose, scope, and objectives of the project and the products to be delivered.	1.1. 1. Purpose,scope and objectives
	Degree of information for the feature above
Describe the assumptions on which the project is based and imposed constraints on project factors such as the schedule, budget, resources, software to be reused, acquirer software to be incorporated, technology to be employed, and product interfaces to other products.	1.1.2. Assumptions and constraints
	Degree of information for the feature above
List the work products that will be delivered to the acquirer, the delivery dates, delivery locations, and quantities required to satisfy the terms of the project agreement.	1.1.3. Project deliverables
	Degree of information for the feature above
Provide a summary of the schedule and budget for the software project.	1.1.4. Schedule and project summary
	Degree of information for the feature above
Specify the plans for producing both scheduled and unscheduled updates to the SPMP.	1.2. Evolution of the plan
	Degree of information for the feature above
Provide a complete list of all documents and other sources of information referenced in the SPMP.	2. References
	Degree of information for the feature above
Define, or provide references to, documents containing the definition of all terms and acronyms required to properly understand the SPMP.	3. Definitions
	Degree of information for the feature above
Identify interfaces to organizational entities external to the project; describe the project's internal organizational structure; and define roles and responsibilities for the project	4. Project organisation

Describe the organizational boundaries between the project and external entities.	4.1. External interface
	Degree of information for the feature above
Describe the internal structure of the project organization to include the interfaces among the units of the software development team.	4.2. Internal structure
	Degree of information for the feature above
Identify and state the nature of each major work activity and supporting process and identify the organizational units that are responsible for those processes and activities.	4.3. Roles and responsibilities
	Degree of information for the feature above
Specify the project management processes for the project.	5. Managerial process plan
Specify the estimation plan, staffing plan, resource acquisition plan, and training plan.	5.1 Startup plan
Specify the cost and schedule for conducting the project as well as methods, tools, and techniques used to estimate project cost, schedule, resource requirements, and associated confidence levels.	5.1.1 Estimation plan
	Degree of information for the feature above
Specify the number of staff required by skill level, the project phases in which the numbers of personnel and types of skills are needed, and the duration of need.	5.1.2 Staffing plan
	Degree of information for the feature above
Specify the plan for acquiring the resources in addition to personnel needed to successfully complete the project.	5.1.3 Ressources acquisition plan
	Degree of information for the feature above
Specify the training needed to ensure that necessary skill levels in sufficient numbers are available to successfully conduct the software project.	5.1.4 Project staff training plan
	Degree of information for the feature above
Specify the work activities, schedule, resources, and budget detail for the software project.	5.2 Work plan
Specify the various work activities to be performed in the software project.	5.2.1 Work activities
	Degree of information for the feature above
Provide scheduling relationships among work activities in a manner that depicts the time-sequencing constraints and illustrates opportunities for concurrent work activities.	5.2.2 Schedule allocation
	Degree of information for the feature above
Provide a detailed itemization of the resources allocated to each major work activity in the project work breakdown structure.	5.2.3 Ressources allocation
	Degree of information for the feature above
Provide a detailed breakdown of necessary resource budgets for each of the major work activities in the work breakdown structure.	5.2.4 Budget allocation
	Degree of information for the feature above
Specify the metrics, reporting mechanisms, and control procedures necessary to measure, report, and control the product requirements, the project schedule, budget, and resources, and the quality of work processes and work products.	5.3 Control plan
Specify the control mechanisms for measuring, reporting, and controlling changes to the product requirements.	5.3.1 Requirements control plan
	Degree of information for the feature above
Specify the control mechanisms to be used to measure the progress of work completed at the major and minor project milestones, to compare actual progress to planned progress, and to implement corrective action when actual progress does not conform to planned progress.	5.3.2 Schedule control plan
	Degree of information for the feature above
Specify the control mechanisms to be used to measure the cost of work completed, compare planned cost to budgeted cost, and implement corrective action when actual cost does not conform to budgeted cost.	5.3.3 Budget control plan
	Degree of information for the feature above
Specify the mechanisms to be used to measure and control the quality of the work processes and the resulting work products.	5.3.4 Quality control plan
	Degree of information for the feature above
Specify the reporting mechanisms, report formats, and information flows to be used in communicating the status of requirements, schedule, budget, quality, and other desired or required status metrics within the project and to entities external to the project.	5.3.5 Reporting plan
	Degree of information for the feature above
Specify the methods, tools, and techniques to be used in collecting and retaining project metrics.	5.3.6 Metrics collection plan
	Degree of information for the feature above
Specify the risk management plan for identifying, analyzing, and prioritizing project risk factors.	5.4 Risk management plan
	Degree of information for the feature above
Contain the plans necessary to ensure orderly closeout of the software project.	5.5 Closeout plan
	Degree of information for the feature above

Specify the development process model, the technical methods, tools, and techniques to be used to develop the various work products; plans for establishing and maintaining the project infrastructure; and the product acceptance plan.	6. Technical process plans
Define the relationships among major project work activities and supporting processes by specifying the flow of information and work products among activities and functions, the timing of work products to be generated, reviews to be conducted, major milestones to be achieved, baselines to be established, project deliverables to be completed, and required approvals that span the duration of the project.	6.1 Process model
	Degree of information for the feature above
Specify the development methodologies, programming languages and other notations, and the tools and techniques to be used to specify, design, build, test, integrate, document, deliver, modify and maintain the project deliverable and nondeliverable work products. In addition, the technical standards, policies,	6.2 Methods, tools and techniques
	Degree of information for the feature above
Specify the plan for establishing and maintaining the development environment (hardware, operating system, network, and software), and the policies,	6.3 Infrastructure plan
	Degree of information for the feature above
Specify the plan for acquirer acceptance of the deliverable work products generated by the software project.	6.4. Product acceptance plan
	Degree of information for the feature above
Contain plans for the supporting processes that span the duration of the software project.	7. Supporting process plan
Contain the configuration management plan for the software project, to include the methods that will be used to provide configuration identification, control, status accounting, evaluation, and release management.	7.1 Configuration management plan
	Degree of information for the feature above
Contain the verification and validation plan for the software project to include scope, tools, techniques, and responsibilities for the verification and validation work activities.	7.2 Verification and validation plan
	Degree of information for the feature above
Contain the documentation plan for the software project, to include plans for generating nondeliverable and deliverable work products.	7.3 Documentation plan
	Degree of information for the feature above
Provide the plans for assuring that the software project fulfills its commitments to the software process and the software product as specified in the requirements specification, the SPMP, supporting plans, and any standards, procedures, or guidelines to which the process or the product must adhere.	7.4 Quality assurance plan
	Degree of information for the feature above
Specify the schedule, resources, and methods and procedures to be used in conducting project reviews and audits.	7.5. Reviews and audits
	Degree of information for the feature above
Specify the resources, methods, tools, techniques, and procedures to be used in reporting, analyzing, prioritizing, and processing software problem reports generated during the project.	7.6 Problem resolution plan
	Degree of information for the feature above
Contain plans for selecting and managing any subcontractors that may contribute work products to the software project.	7.7 Subcontractor management plan
	Degree of information for the feature above
Include plans for periodically assessing the project, determining areas for improvement, and implementing improvement plans.	7.8 Process improvement plan
	Degree of information for the feature above
Contain additional plans required to satisfy product requirements and contractual terms.	8. Additional plan
	Degree of information for the feature above

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