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This material is based upon work funded and supported by the Department of Defense under Contract No. FA8721-05-C-0003 with Carnegie Mellon University for the operation of the Software Engineering Institute, a federally funded research and development center.  
  
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Develop the Quality Plan

Launch Meeting Five - Exercise

TSP Team Member Training  
Software Engineering Institute

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Develop the Quality Plan

Launch Meeting Five - Exercise

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| **Introduction** | In this exercise, you will not be developing a quality plan for the family retreat product and services. However, you will practice the first step of quality planning which is to decide (as a team) what quality means with respect to your products and/or services. |

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| **Instructions** | |  |  |  |  | | --- | --- | --- | --- | | Step | Description | | Duration | | 1 | Form into groups as directed by your instructor.  Assign a facilitator, time keeper, scribe, and spokesperson.  (Record all work on flip chart paper for presentation to the class.) | | 4 min. | | 2 | Select two of your work items. As a team, decide what constitutes a *defect* for each work item. Use brainstorming and then refine your list through discussion and decision-making.  If a defect has different *types*, then list those types. | | 10 | | 3 | As a group, develop a bullet list of activities that the team would perform to develop an actual quality plan for the family retreat. | | 10 | | 4 | Organize the flip charts for presentation to the class. | | 1 | | *Total* | 25 min. | |

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| **Tip** | The defect(s) that you identify must be observable and countable. |

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| **Getting help** | If you are unsure how to proceed with any step of the exercise, call upon the instructor for clarification or help. |