

Inspection Lessons Learned Questionnaire

1. Did the inspection meet the author's and team's objectives? If not, why not?
2. Does the team feel they were able to significantly improve the quality of the work product through the inspection?
3. Did everyone have sufficient time to do preparation? If not, how much time do they need prior to the inspection meeting?
4. Did anyone use the checklist or rules for this type of work product during preparation? Was it helpful in finding defects? Can the checklist or rules be improved?
5. Were the right participants present? If not, who was missing or didn't need to be there?
6. Were the inspection entry and exit criteria followed correctly?
7. How could the meeting be run better?
8. Does anyone need help in being able to participate effectively in inspections?
9. Are there any other suggestions for improving the inspection process?