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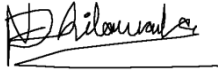
2. DOCUMENT HISTORY

Product Version	Date	Change Description
2.0	2018/03/31	First MatrixALM and MatrixQMS release
2.1	2019/01/07	New software release MatrixALM and MatrixQMS. Main changes are • Redlining & timewarp feature • Review controls and dashboard • Excel import • Slack integration • new search function • Document sections based on searches
2.2	2020/01/21	New software release for MatrixALM and Matrix QMS. Main changes are: New training module New user group module to manage big groups of users Configurable QMS layers and new publishable field types Inline comments for reviews Automatic and manual notifications about work to do (like required reviews or signatures) New text editor with diagrams Concurrent works support with avatars for other viewers of same item and automatic write locks New dashbaords for testing, traceability, work to do etc.
2.3	2021/06/22	New software release for MatrixALM and Matrix QMS. Main changes are: • New branching and merging module • New translation module • New searches • New dashboards • More flexible document generation • Controlled revision number in audit trails of documents and QMS • Part 11 gate signatures
2.4	2024/02/14	New software release for MatrixALM and Matrix QMS. Main changes are: • Marketplace • SDK • UI Update
2.5	2024/11/13	New software release for MatrixALM and Matrix QMS.

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Product Version	Date	Change Description
		Main changes are: - Improved redlining - Compose V2
2.6	2026/09/03	New software release for MatrixALM and Matrix QMS. Main changes are: - Date Reminders - Project Search and Groups

3. SIGNATURES

Signature Meaning	Name	Role	Date	Signature
Author	Ignas Žakaitis	QA Lead	2026/09/09 10:22:14	 sign-p14-i226440-b20260909082214333
Reviewer	Nicolas Von Bandel	CPO	2026/09/09 12:04:06	 sign-p14-i226440-b20260909100406103
Approver	Abbas Dhilawala	CTO	2026/09/09 13:59:14	 sign-p14-i226440-b20260909115914311

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4. PURPOSE

This report documents the verification and validation activities results of the Matrix Req software product.

5. SCOPE

This reports applies to **Matrix Req product version 2.6.0**.

The version is a minor update of previous version 2.5.7.

Changes in scope of the version are listed in the "Appendix: Changes" section.

6. REFERENCES AND APPLICABLE DOCUMENTS

Verification and Validation Plan, Ver. G [MatrixQMS/SIGN-224](#)

7. RESPONSIBILITIES

Name	Title	Responsibility
Ignas Žakaitis	QA Lead	Defining test cases and use cases Running test executions Reviewing automated test results Writing the verification conclusions
Aman Jha	Software QA Engineer	Running test executions
François Chasseur	Deputy CTO	Coding, code review, infrastructure support
Aloïs Paulus	Software Engineer	Coding, code review
Sylvain Caillet	Software Engineer	Coding, code review
Hiranmai Tejavath	DevOps Engineer	Infrastructure support, ops related test execution
Abbas Dhilawala	CTO	Reviewing and approving V&V report
Nicolas Von Bandel	CPO	Reviewing and approving V&V report

8. VERIFICATION AND VALIDATION SUMMARY

8.0.0.1. Validation Summary

No validation was required due to the scope of changes.

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8.0.0.2. Verification Summary

- The critical code changes were peer-reviewed and no major issue was found. The minor issues were fixed.
- No new issues have been identified.
- The tests were executed using two builds (2.6.0.0-a9b6131, 2.6.0.0-dd6f8a9) and no new issues were found in the final build

8.0.0.3. Final Verdict

No new blocking defect was found: the software build 2.6.0.0-dd6f8a9 can be released.

9. VERIFICATION DETAILS

9.1. TEST EXECUTION OVERVIEW

All changes have been reviewed and tests have been executed to ensure they are working. A total of 56 manual tests and 39 automated tests have been executed.

The traceability has been reviewed to make sure all changes have been implemented, reviewed and tested as planned.

9.1.1. Tested Release Builds

The tests were executed using 2 builds.

Build	Test Cycle	Number of Tests	Passed Tests
2.6.0.0-a9b6131	First Cycle	39	32
2.6.0.0-dd6f8a9	Second Cycle	17	17
2.6.0.0-dd6f8a9	Automated Verification Tests	39	39

9.1.2. Testers

Manual tests were executed by 3 testers:

Tester	Number of Executed Tests
ignas	43
aman	12
hiranmai	1

Results of automated tests were reviewed by Ignas.

9.1.3. Test Environment

All tests were executed with the latest version of the used browser

Browser / OS	Number of Tests
Windows 11 / Brave 1.94.117 (Official Build) (64-bit)	49

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Windows 11 / Brave 1.93.138 (Official Build) (64-bit)	33
MacOS 26.5.2 (25F84) / Brave 1.93.138 (Official Build) (arm64) Chromium 151.0.7922.173	7
MacOS 26.5.2 (25F84) / Brave 1.93.136 (Official Build) (arm64) Chromium 151.0.7922.137	5
macOS 26.5.2 / Chrome 150.0.7871.187 (arm64)	1

Notes

- It was verified that above changes were all changes done to the source code (nothing else changed than the planned changes)
- Tests were executed after the last code review
- All FEAT have been tested (see Appendix: Test Results)

10. VALIDATION DETAILS

n/a - see above

11. APPENDIX: CHANGES OF THE VERSION

FEAT-1279 Date Reminders	Author:	Date:	Revision:
	Olena Motrichuk	2026/09/09 08:33:44	11
✓ CODE done ✓ IFU done ✓ FDR done ✓ DHF done			
<i>Product Changes / Release 2 / Release 2.6 / Major Improvements / Date Reminders</i>			
Downlinks: • RISK-32 Notifications are not delivered • SPEC-154 Date Select Control (date) • TC-666 Date Field - Reminder			
Short Date reminders - Turn any date field into an active deadline. Matrix keeps an eye on the date and, as it approaches, automatically notifies the right people (in-app and by optional email), so nothing slips through the cracks. It can even set or remove a label on the item so overdue work shows up right where your team is already looking. Review dates, audit deadlines, expiry dates, next-action dates - set it once on the field and every item reminds you on time. <u>Important Note:</u> This feature is a convenience to help track due dates and does not guarantee notification delivery. It does not replace users' responsibility to independently monitor deadlines. Matrix One is not liable for missed deadlines or their consequences resulting from a failure to deliver a reminder, whether due to a software defect or otherwise.			
Description			

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Any date field in Matrix can be configured to act as a reminder. Once enabled, Matrix monitors the date stored in the field and, as that date approaches, notifies the people you've chosen and can automatically change labels on the item.

When a reminder fires, Matrix sends an in-app notification and an email containing a message you define (a default is provided). Recipients can be specified in two ways, which can be combined: a fixed list of users who are always notified, and a user field on the item, so whoever is assigned there is notified as well.

You choose how far in advance the reminder is sent - 90, 30, 15, 5, or 1 day before the date - and you can select more than one threshold. For example, choosing both 30 days and 5 days sends an early notice and a later follow-up for the same deadline.

A reminder can also set or unset labels on the item when it fires - for instance, unsetting a Released label and setting a Draft label.

Reminders are configured once on the field, by an administrator in Field Settings; every item using that field then behaves as a reminder, with only the date and any assigned users varying per item. On the item, the date field displays a bell icon, and hovering over it shows who will be notified, when, and which labels will change. If the date is changed, the reminder reschedules automatically.

FEAT-1280 Projects Search and Groups	Author: Olena Motrichuk	Date: 2026/09/09 08:33:50	Revision: 16
✓ CODE done ✓ IFU done ✓ FDR done ✓ DHF done			
<i>Product Changes / Release 2 / Release 2.6 / Defect Fixes & Minor Improvements / Projects Search and Groups</i>			
Downlinks: SPEC-103 Project Group Configuration (settingsprojectgroups) TC-52 Project Groups			
Short			
Project groups can now nest two levels deep, and you can search projects by name right from the switcher.			
Description			
Project groups in Matrix can now contain sub-groups, giving each group a hierarchy up to three levels deep: a top-level Group, a Sub-group nested inside it, and a Sub-sub-group nested one level deeper. Each group at every level has its own project selector — a multi-select where you choose the projects that belong to it — and its own edit and delete actions, so changes to one group leave its siblings untouched. The two nesting levels are managed in two places. The first level of sub-groups is created and edited directly on the Project Groups page in Administration, with no special mode required — each group shows a <i>Sub-groups</i> area where you add and name them. The deeper sub-sub-group level is managed from the advanced view. Nesting stops at the sub-sub-group; there is no fourth level.			

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Finding a project is faster too. The project switcher now opens with a **Filter projects...** field: start typing and the list narrows to projects whose name matches, and clearing the field brings back the full grouped view. Your configured groups and sub-groups are still listed beneath the search box, so you can either search by name or browse by structure — whichever is quicker in the moment.

12. APPENDIX: TEST RESULTS

Item	Tested By	Execution Date	Last Modification	Test Result
FEAT-1279 Date Reminders	XTC-7174 Various field types admin / config (TC-68)	2026/08/26	2026/08/26 15:00:30	passed
	XTC-7177 Test run preparation (TC-505)	2026/09/01	2026/09/01 13:03:06	passed
	XTC-7185 Date Field - Reminder (TC-666)	2026/09/01	2026/09/02 07:48:12	passed
FEAT-1280 Projects Search and Groups	XTC-7179 Project Groups (TC-52)	2026/09/01	2026/09/01 13:25:12	passed

13. APPENDIX: ADDITIONAL REGRESSION TESTS

Executed Test Case	Execution Date	Last Modification	Test Result
XTC-7147 Authentication and Session Handling (TC-1)	2026/08/26	2026/08/27 08:26:41	passed
XTC-7190 Audit Log Tests (TC-62)	2026/09/02	2026/09/02 09:32:34	passed
XTC-7148 Tree, Search and Filter (TC-5)	2026/08/26	2026/08/26 09:14:54	passed
XTC-7176 Item Creation And Versioning (TC-2)	2026/09/01	2026/09/01 12:58:41	passed
XTC-7150 Concurrent Editing: Happy Path (TC-118)	2026/08/25	2026/08/25 16:18:55	passed
XTC-7151 Concurrent Editing: User times out and comes back, cancels (TC-175)	2026/08/25	2026/08/25 16:21:22	passed
XTC-7152 Concurrent Editing: User times out and comes back, continues editing (TC-176)	2026/08/25	2026/08/25 16:24:18	passed

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Executed Test Case	Execution Date	Last Modification	Test Result
XTC-7153 Switch between different file download authentication levels (TC-191)	2026/08/25	2026/08/25 16:31:24	passed
XTC-7154 SuperAdmin tests (TC-336)	2026/08/28	2026/08/28 09:43:59	passed
XTC-7191 Item redlining edge cases (TC-555)	2026/09/02	2026/09/02 14:23:19	passed
XTC-7155 File Attachment / Drag and Drop Content (TC-27)	2026/08/25	2026/08/25 17:41:20	passed
XTC-7157 Test run creation (TC-504)	2026/08/25	2026/08/25 18:14:49	passed
XTC-7158 File attachments for DOCs / Signatures for external PDFs/DOCX (TC-158)	2026/08/25	2026/08/28 15:07:08	passed with deviation
XTC-7159 QMS overdue trainings (TC-272)	2026/08/25	2026/08/26 09:31:58	passed
XTC-7160 Published Item Order (TC-284)	2026/08/25	2026/08/25 12:14:52	passed
XTC-7192 Redlining Dashboard and Timewarp (TC-88)	2026/09/02	2026/09/02 08:46:00	passed
XTC-7161 Session duration (TC-156)	2026/08/25	2026/08/25 10:12:33	passed
XTC-7162 Notifications (TC-126)	2026/08/26	2026/08/26 09:46:16	passed
XTC-7163 Content Merge - Fields (TC-214)	2026/08/26	2026/08/26 11:08:47	passed
XTC-7180 Content Merge - Scenarios (TC-208)	2026/09/01	2026/09/01 16:17:07	passed
XTC-7172 Project Cloning / Copying (TC-35)	2026/08/26	2026/08/26 16:08:24	passed
XTC-7165 XML item and audit export (TC-11)	2026/08/26	2026/08/26 11:28:17	passed
XTC-7181 GitHub integration test (TC-69)	2026/09/02	2026/09/02 11:55:05	passed
XTC-7182 GitLab integration test (TC-169)	2026/09/02	2026/09/02 14:21:39	passed
XTC-7183 JIRA integration test (TC-17)	2026/09/02	2026/09/02 12:31:08	passed
XTC-7166 Checks that we can download 4GB- files (TC-406)	2026/08/26	2026/08/26 16:09:44	passed

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XTC-7167 XSS Tests General (TC-233)	2026/08/26	2026/08/26 13:34:16	passed
XTC-7168 & escaping test (TC-305)	2026/08/26	2026/08/26 16:10:19	passed
XTC-7184 User Manual Access (TC-667)	2026/09/01	2026/09/01 11:28:39	passed
XTC-7171 Access Tokens are only displayed when created (TC-535)	2026/08/24	2026/08/24 18:21:47	passed
XTC-7170 Verify that category names ending in F work (TC-565)	2026/08/24	2026/08/24 18:26:08	passed
XTC-7189 Item History and Field Configuration Changes (TC-668)	2026/09/01	2026/09/01 11:34:39	passed
XTC-7186 Smoke Test (UC-1)	2026/09/02	2026/09/02 08:10:58	passed
XTC-7137 Variations, Labels and Filter (UC-8)	2026/08/25	2026/08/25 13:30:02	passed
XTC-7138 Items and Field Rendering (UC-5)	2026/08/25	2026/08/25 09:20:34	passed
XTC-7139 Item Tree and Navigation and Keyboard (UC-6)	2026/08/25	2026/08/25 09:23:16	passed
XTC-7140 Traceability Test (UC-7)	2026/08/25	2026/08/25 10:42:17	passed
XTC-7141 Testing (UC-9)	2026/08/26	2026/08/26 16:40:03	passed
XTC-7142 Controlled Document Content Test (UC-16)	2026/08/25	2026/08/28 15:06:59	passed with deviation
XTC-7193 Audit Log (UC-12)	2026/09/02	2026/09/02 08:23:58	passed
XTC-7188 Email (UC-15)	2026/09/01	2026/09/01 11:36:32	passed
XTC-7144 Compose Module (UC-39)	2026/08/25	2026/08/25 11:03:39	passed
XTC-7194 Detailed history view (UC-35)	2026/09/02	2026/09/02 08:28:56	passed
XTC-7145 Frequently Used Functions (UC-37)	2026/08/25	2026/08/25 11:49:06	passed
XTC-7146 Other QMS functions (UC-17)	2026/08/25	2026/08/25 12:11:11	passed

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XTC-7195 Compose Updates (ATC-3)	2026/09/01	2026/09/02 14:43:25	passed
XTC-7196 Compose Update (ATC-4)	2026/09/01	2026/09/02 14:43:37	passed
XTC-7197 Compose License Check (ATC-8)	2026/09/01	2026/09/02 14:43:46	passed
XTC-7198 Token Permissions (ATC-11)	2026/09/01	2026/09/02 14:43:54	passed
XTC-7199 Password Strength Setting (ATC-10)	2026/09/01	2026/09/02 14:44:01	passed
XTC-7200 Password reset duration Setting (ATC-45)	2026/09/01	2026/09/02 14:44:08	passed
XTC-7201 Generate multiple SIGN (ATC-15)	2026/09/01	2026/09/02 14:44:14	passed
XTC-7202 Converting TC to XTC Dead Links (ATC-18)	2026/09/01	2026/09/02 14:44:21	passed
XTC-7203 Help Button (ATC-20)	2026/09/01	2026/09/02 14:44:28	passed
XTC-7204 Project navigation (ATC-21)	2026/09/01	2026/09/02 14:44:38	passed
XTC-7205 Delete categories in admin (ATC-22)	2026/09/01	2026/09/02 14:44:50	passed
XTC-7206 Project Renaming (ATC-24)	2026/09/01	2026/09/02 14:45:20	passed
XTC-7207 Search text (ATC-25)	2026/09/01	2026/09/02 14:45:30	passed
XTC-7208 XTC Label Inheritance (ATC-26)	2026/09/01	2026/09/02 14:45:56	passed
XTC-7209 Item out of date indication (ATC-27)	2026/09/01	2026/09/02 14:46:04	passed
XTC-7210 MRQL: Review search (ATC-31)	2026/09/01	2026/09/02 14:46:10	passed
XTC-7211 Item out of date indication (ATC-37)	2026/09/01	2026/09/02 14:46:17	passed
XTC-7212 Copied Category ID and Name (ATC-38)	2026/09/01	2026/09/02 14:46:23	passed
XTC-7213 Re-indexing of items after configuration change (ATC-39)	2026/09/01	2026/09/02 14:46:29	passed

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XTC-7214 Published Item Order (ATC-42)	2026/09/01	2026/09/02 14:46:36	passed
XTC-7215 VisibleOption hides field in folder (ATC-43)	2026/09/01	2026/09/02 14:46:44	passed
XTC-7216 Required fields (ATC-44)	2026/09/01	2026/09/02 14:46:50	passed
XTC-7217 Re-indexing of items after configuration change (ATC-46)	2026/09/01	2026/09/02 14:46:57	passed
XTC-7218 Item out of date indication (ATC-47)	2026/09/01	2026/09/02 14:47:05	passed
XTC-7219 Re-indexing of items after configuration change (ATC-48)	2026/09/01	2026/09/02 14:47:12	passed
XTC-7220 Automatic XTC results (ATC-50)	2026/09/01	2026/09/02 14:47:18	passed
XTC-7221 Field Default Values (ATC-51)	2026/09/01	2026/09/02 14:47:25	passed
XTC-7222 Autosave Hint (ATC-54)	2026/09/01	2026/09/02 14:47:31	passed
XTC-7223 Project Merging (ATC-16)	2026/09/01	2026/09/02 14:47:39	passed
XTC-7224 Folder Merging (ATC-33)	2026/09/01	2026/09/02 14:47:45	passed
XTC-7225 Last Child Exact Searches (ATC-17)	2026/09/01	2026/09/02 14:47:52	passed
XTC-7226 Uplink Downlink Folder Search (ATC-9)	2026/09/01	2026/09/02 14:47:58	passed
XTC-7227 MRQL Test Searches (ATC-28)	2026/09/01	2026/09/02 14:48:05	passed
XTC-7228 MRQL Risk Search (ATC-35)	2026/09/01	2026/09/02 14:48:11	passed
XTC-7229 Author and Editor Searches (ATC-34)	2026/09/01	2026/09/02 14:48:18	passed
XTC-7230 Uplink Downlink Folder Search (ATC-19)	2026/09/01	2026/09/02 14:48:24	passed
XTC-7231 Item Category Ending with F Search (ATC-23)	2026/09/01	2026/09/02 14:48:51	passed
XTC-7232 Calendar Log (ATC-14)	2026/09/01	2026/09/02 14:48:59	passed

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XTC-7233 QMS Project lastPublication Parameter in Exported/Cloned Projects (ATC-64)	2026/09/01	2026/09/02 14:49:06	passed