Configuration Management Plan

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1 INTRODUCTION

1.1 Purpose of CMP

THS is a complex health service which consists of making a commutation between patients and doctors via mobile and web technologies. To prevent confusion among developers, our team aim is to use new technologies in order to manage the whole project. That is why, configure manage plan (CMP) is an essential tool for huge projects. In addition, CMP helps the developers not to make crucial mistakes during developing the projects. CMP allows our team to integrate changes to the project easily, since it is supposed to reduce the side effects of the changes. Furthermore, it is for sure that if a member of the project makes a change, CMP will help the members to apply these changes without errors.

1.2 Scope of Document

The specification of the configuration management plan for THS project of Odak Yazılım is the scope of this document. Configuration management activities which will be applied during the development process of THS are outlined in this plan.

This plan specifically defines the organization of the team, responsibilities of team members and timeline which has been planned to achieve the CM process.

1.3 Definitions, Acronyms and Abbreviations

- **CM** Configuration Management
- **CMP** Configuration Management Plan
- **THS** Turkcell Health Service
- **CI** Configuration Item
- **CCT** Configuration Control Team
- **CSA** Configuration Status Accounting
- **SCR** Specification Change Request
- **SVN** Subversion
- **CMT** Configuration Management Team
- **SDT** Software Development Team
- **TT** Testing Team
- **RCT** Release Control Team

1.4 Document References

1.5 Document Overview

This document is divided into six sections, the Introduction, the Organization, the Configuration Management Process, Project Schedule, Project Resources and Plan Optimization. The organization of this document is as follows:

- **Introduction**: This section consists of purpose and scope of the configuration management (CM), some definitions, acronyms and abbreviations, document references
- **The Organization of CM Framework**: This section includes organization and responsibilities of the project team on CM. In addition, it states the tools and infrastructure of the process.
- **The CM Process**: This section describes the configuration management process to be used
- **Project schedules – CM Milestones**: Important dates and milestones are listed according to the course syllabus.
- **Project Resources**: This section describes the resources of Odak Yazılım.
- **Plan Optimization**: This section explains methods which are going to be used to optimize CMP.

2 THE ORGANIZATION OF CM FRAMEWORK

2.1 Organization

CM activities are handled by the following groups.

- **Configuration Management Team**: Configuration Management Team is responsible for maintenance of the CM organization. Hence, this group will keep the CMP up-to-date.
- **Configuration Control Team**: Configuration Control Team will supervise all the activities of other groups. However, the main responsibilities of this group are reviewing SCRs, accepting or rejecting SCRs, monitoring SCRs.
- **Software Development Team:** The main task of this team is to implement all modules of THS. In addition, the responsibilities of this team include creating releases, updating project source code via SVN and fixing bugs.

- **Testing Team:** The main task of this team is to find bugs in THS. Furthermore, this team will create test cases and use cases, testing whether initial requirements are satisfied or not.

- **Release Control Team:** This team will monitor versions of THS. Moreover it is responsible for merging different branches of THS.

### 2.2 Responsibilities

Several modules are created based on their functionality. Through these modules workload is distributed to each member, since we are all in SDT, CMT, CCT, TT and RCT. In addition, if any changes occur in the source code it will be represented as comment via SVN.

### 2.3 Tools & Infrastructure

During the development and management of THS, the following tools will be used.

- **NetBeans**: Refers to both a platform framework for Java desktop applications, and an integrated development environment (IDE) for developing with Java, JavaScript, PHP, Python, Ruby, Groovy, C, C++, Scala and Clojure. We use NetBeans for developing all modules of the projects namely the Web Site, Mobile Application, Server since NetBeans offers a good environment for developing with these technologies such as JSP/Servlet, J2ME, Java.

- **SVN (Subversion)**: In software development, Subversion (SVN) is a version-control system. Developers use Subversion to maintain current and historical versions of files such as source code, web pages, and documentation.

- **Trac**: Trac is an open source, web-based project management and bug-tracking tool. Trac allows hyperlinking information between a computer bug database, revision control and wiki content. It also serves as a web interface to a version control system, in our case SVN. With the help of the Trac, we will assign tasks to the members of SDT and also SCRs are raised via Trac to the CCB.

### 3 THE CM PROCESS

#### 3.1 Identification

We have determined the following Configuration Items (CI):

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3.1.1 Source Code

THS packages forms the Source Code CI. SVN is used to manage the source code. In addition, in order to share and store the source code at the same time SVN is preferred. For each module in the THS we have made different folders in the SVN, such as ../THS/Web, ../THS/Mobile, ../THS/Server.

3.1.2 Data

Main database of THS is held on department’s MySQL server. In addition, small amount of data are kept in the mobile phones memory in order to maintain mobility. There is a crucial correspondence between data in the mobile phone and the main database.

3.1.3 Documentation

We have the prepared the following documentation up to now: Project Proposal, Requirement Analysis Report, Initial Design Report, Detailed Design Report, Configuration Management Plan. Group has a blog on the website and each member of the group writes his weekly reports. In addition we update the schedule of the project weekly. For the users of THS, User Manual and Test Plan will be prepared and stored in the website.

3.1.4 Baseline

The project has been divided into several tasks to achieve project plan. Each group member has different responsibilities and they are assigned to follow, manage, and complete these tasks. Our main goal is to follow the living schedule synchronously. That is why we will use SVN.

The baselines are listed below:

- Configuration Management Plan
- First Development Snapshot Demonstration
- Test Specification
- Pre-first Release Prototype
- First Release, Demonstration
- Final package and Final Demonstration

3.2 Management and Control

3.2.1 Change Request

In the weekly meetings, a group member can request a change in any tasks. These requests are evaluated and if it is approved by all the members, these are assigned in the Trac system with a ticket. The changes can be reviewed by using SVN.
3.2.2 Evaluation of the Request

Since all team members are also a member of CCT, all members can comment on the request independent of assigned person. If the changes effect the other modules, these must be evaluated by all members during weekly meetings to find an optimized solution. Change requests are assigned to group members considering baselines and each member of the team is responsible for these changes.

3.2.3 Approving Or Disapproving Changes

Since there is no leader of Odak Yazılım team, the decisions are approved or disapproved by the all members of the team.

3.2.4 Implementing

In the case of the approval of the request by majority of the members, the following steps are applied:

- The changed or modified CIs are analyzed
- Necessary changes in the source code are updated in SVN
- Unit testing is performed

3.3 Configuration Status Accounting

CSA becomes an important concept as the project advances and includes activities for recording and reporting the CIs of the project. To maintain coordination between members and modules in such huge project, configuration status of all versions of the project is needed. Because each member can access on all comments, he is aware of all changes. Thanks to SVN tool, as it is easy to keep all versions of the project and comments. It is significant to track all change requests, bug reports and release reports for Odak Yazılım in the development of project. Therefore, writing a weekly report is responsibility of each member and it is overseen strictly.

3.3.1 Auditing

Odak Yazılım has its own unique auditing which is an important part of CMP. Communication between members is done by weekly meetings, sms, trac system. These communications ensures the auditing. Each weekly meeting and its content are organized in the previous weekly meeting. All tasks are assigned to members and reminded via trac system and weekly meetings. The requests posed at the meetings are evaluated and applied if approved. During meetings, any disagreement is solved with finding an optimized solution. New researches are assigned to members in case of short term unforeseen problems. In addition to weekly meetings, extra meetings are arranged according to baselines. Because all modules are
dependent to each other, coding and testing are done by together. Moreover, Odak Yazılım has an effective communication in itself that eases the auditing as well.

4 PROJECT SCHEDULES - CM MILESTONES

We have defined our milestones dates so that we splitted our modules into several tasks and we specified our living schedule according to these deadlines. In our website, we are updating our schedule weekly in terms of tasks which are finished.

The milestones which will be followed by the developers are as follows:

- First Development Snapshot Demo (8 April 2010)
- Pre-first Release Prototype (1 May 2010)
- First Release (13 May 2010)
- Final Release (10 June 2010)

5 PROJECT RESOURCES

The resources of the projects can be listed as follows:

- SVN (Subversion)
- Bluecove Bluetooth API
- NetBeans
- J2ME
- Turkcell API
- MySQL
- XML
- Apache Tomcat Server
- The documents that we have prepared (reports, living schedule, Gantt Chart)
- Odak Yazılım Web Site

6 PLAN OPTIMIZATION

During the development and progress of the project, CMP will guide us. As we defined our tasks in the living schedule, all members of the team will obey these tasks. However, we may need to make some changes in the deadlines of the living schedule during the development process. Therefore, our living schedule can tolerate these changes. In the team’s weekly meetings, we can decide the necessary changes and optimizations. These decisions will be updated in the living schedule, Gantt chart and CCT. Updated schedule can be reached via project web site.