NO APPROVALS REQUIRED

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# Purpose

This document defines the systems development life cycle (SDLC) elements necessary to declare the Security Violation Scanner for E-mail / Release 1 is fit for its intended use.

# Scope

The Security Violation Scanner is being developed for Mission Solutions Engineering (MSE) by Rowan University students whom can talk to their sponsor/point of contact for questions regarding the Security Violation Scanner program. The use of open source applications like GitHub and Trello are allowed to but the sharing of this project to the public without MSE consent is not allowed.

## Exclusions, Assumptions, and Limitations

Given guidelines and simple descriptions of what MSE intends the Security Violation Scanner to do for them the developing team will assume how to go about achieving their desired outcome. MSE and the developing team will meet every two weeks for a sprint review where the development team presents to the MSE sponsor the successfully completed requirements that the development team picks for the beginning of the sprint. All meetings will be via teleconference and/or screen share presentations, other ways of contact will be via email or phone call. As for this is a project is being developed by full time Rowan Students the project workload will be greater than if the developing team was working full time on this single project.

# Intended Use

A high level description of what the Security Violation Scanner is going to accomplish is that the Scanner will restrict employees from emailing sensitive data. Sensitive data being classified or unclassified data that can cause a threat to the integrity of an MSE contract. The scanner will be designed to look for specified words and strings of characters along with the capability of learning new words to flag as sensitive. The end goal is to have this scanner work behind the scene of Microsoft Outlook to work in real time as an employee sends an email. This applications will help to further protect MSE employees from sending sensitive data to the wrong people, MSE has stated that this is not taken lightly and the consequences could lead to employees being fired.

# Requirements

Requirements for this program are to be maintained in the Requirements Document.

# Solution Profile

As a result of completing the development of this application for each interval what has been defined in the Definition of Done will be satisfied:

- Research stories: A brief description of what was researched and the conclusion/result of the research.

- Code stories: A demonstration of the application/developed code that shows that the code accomplishes the task set out in the story description.

- Other stories: Document that explains the design decisions or rationale for why a specific choice is made.

During the sprint review the definition of done criteria will be covered and the application will be ran for the MSE sponsor with all of the requirements selected working and meeting the acceptance criteria. This application will also be handling emails with potentially sensitive data if captured. At this point the application does nothing with that email but send to the user a message saying they are not allowed to send the email.

# Design and Installation Information

Design and Installation information is maintained in the design document.

# Deliverables List

See Appendix A for a list of required elements for this project and how they will be documented.

These elements listed are to be developed for MSE, for the Software Engineering class, or both. For each element listed, Appendix A identifies if there is a document which will be produced or updated.

# Deployment Strategy

Site specific activities and deliverables, if applicable, shall be determined by the Deployment team. The Site team will develop their own SDLC Planning according to IT procedures.

## Strategic Deployment Approach Overview

1) Configuration approach: In the end the E-mail scanner will be running behind the scenes for Microsoft Outlook, this does not allow for much local configuration. What can be customized is the addition of terms for search in the flagging database.

2) Deployment model: The Security Scanner will be developed in intervals and shown to MSE as each sprint comes to an end, but MSE will not get the full product until the end of the development. As Rowan Students and not employees at MSE when the product is complete the code will be given over to MSE for their use and installation.

3) Localization approach: The Security Scanner will be developed scanning only English text.

4) Additional characteristics: Integrated in the Security Scanner there will be artificial intelligence algorithms to assist the database in growing and make the scanner more accurate at finding unsecure emails.

## Training Impact

Since the Security E-mail Scanner is going to be running behind the scenes and no employees or clients will see the bulk of the program the training impact for those not in the IT support there is little training. These users will have to be trained that if they send an unsecure email the application will send them back an error message saying that it can’t send the e-mail due to its contents. The IT support desk will have to understand the inner workings of the application that way if the application causes issues or questions for other users they will be able to resolve whatever problem they may have had.

## User Access

This application will be constantly running while Microsoft Outlook is running. All users will have access to the Security Email Scanner application. When lunching the Microsoft Outlook program the Scanner will load at the same time, no user ID or password is required.

## Support Approach

For when the Scanner is done and deployed to MSE, the development team can be in contact with MSE’s IT and help desk to assist the installation if required. After the application is installed and working as designed then the development team will be let go to continue other work not related to MSE.

# Verification Approach

The Verification Approach will be maintained in the Verification Plan.

# Verification Evidence

The Verification Evidence will be maintained in the Verification Plan.

# Roles and Responsibilities

There are no Roles or Responsibilities for this document.

# Terms and Definitions

Additional terms and definitions specific to this document are included below:

| **Term or Acronym** | **Definition** |
| --- | --- |
| SDLC | System Development Life Cycle |
| MSE | Mission Solution Engineering |

# Supporting References

There are no supporting references specific to this document

# Revision History

| **Version** | **Version Date** | **Revisions** |
| --- | --- | --- |
| 1.0 |  | Initial Release |

Appendix: Element Deliverables and Responsibilities Matrix

| **SDLC Elements** | **Justification / Comments,**  **Document Name and Location** | **Business Unit** | **IT Technical** |
| --- | --- | --- | --- |
| Plan |  |  | C |
| Requirements |  | A | C |
| Design Document |  |  | C |
| Validation Plan, incl. Traceability Matrix |  | C | |
| Test Plan, incl. Test Scripts |  |  | C |
| Implementation Plan, incl. Change Management, and Training |  |  | C |

C = Create

A = Approve

# Appendix X: Name of Appendix

Enter any supporting information best suited for an appendix. If there is no need for an appendix, remove this header and the page break before it. If there is only one appendix, recommend changing “Appendix X:” to “Appendix:”