<Date>

**Version <X.x>**

**NOTES TO THE AUTHOR/TEMPLATE INSTRUCTIONS**

This template includes instructions and boilerplate text. The author should note that:

* Each section provides instructions or describes the intent, assumptions, and context for content included in that section. Instructional text appears in *blue italicized text* throughout this template.
* Replace instructional text in each section with project specific information.
* Use or modify boilerplate examples of wording and formats for text and tables as appropriate.
* Search and replace all text enclosed in angle brackets - < > - with project specific information (e.g., <Project Name> or <Project Acronym>.

Follow these steps when using this template:

1. All documents must be compliant with Section 508 requirements. Refer to [FNS 504-508 Compliance Reference Library](https://fncspro.usda.net/offices/oit/Documents/Forms/AllItems.aspx?RootFolder=%2Foffices%2Foit%2FDocuments%2F504%2D508%20Compliance%20%2D%20Accessibility&View=%7BB47848DF%2D6059%2D4D43%2DAB0C%2D8ECEDC92AD4C%7D) or [Section508.gov](https://section508.gov/) for more information.
2. Modify any boilerplate text, as appropriate, to your specific project.
3. Use Styles for new sections such as Heading 1, Heading 2 and Std Para.
4. Place Table captions and descriptions *above* the table and centered. All tables must have an associated tag providing appropriate alternative text for Section 508 compliance.
5. Place Figure captions and descriptions *below* the figure and centered. All figures must have an associated tag providing appropriate alternative text for Section 508 compliance.
6. Update the Table of Contents and any List of Tables or List of Figures by right-clicking it and selecting Update field / Update entire table.
7. Delete this “Notes to the Author/Template Instructions” page and all instructional text to the author before finalizing the draft of the document.

**SDLC TEMPLATE REVISION HISTORY**

| **VERSION** | **DATE** | **CHANGE DESCRIPTION** |
| --- | --- | --- |
| 1.0 | 11/02/2020 | Initial SDLC template |

**SDLC TEMPLATE CONTACT INFORMATION**

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*Complete the below table to track the version history of this document.*

**DOCUMENT REVISION HISTORY**

| **VERSION** | **DATE** | **AUTHOR** | **CHANGE DESCRIPTION** |
| --- | --- | --- | --- |
| x.x |  |  |  |
| x.x |  |  |  |
| x.x |  |  |  |

*List the relevant area of responsibility, contact person and email address for this document.*

**CONTACT INFORMATION**

| **RESPONSIBILILTY** | **CONTACT PERSON** | **EMAIL ADDRESS** |
| --- | --- | --- |
| Area of Responsibility |  |  |
| Area of Responsibility |  |  |
| Area of Responsibility |  |  |
| Area of Responsibility |  |  |
| Area of Responsibility |  |  |

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No table of figures entries found.

*List the acronym reference and definition or description for each acronym contained in this document.*

**ACRONYM LIST**

| **REFERENCE** | **DEFINITION** |
| --- | --- |
| Add acronym | Add definition of acronym |
| Add acronym | Add definition of acronym |
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# Introduction

*Explain the purpose of this VDD and identify the system to which it applies.*

This Version Description Document (VDD) provides sufficient information to install the <Application/System Name> system for Release <X.X>. The software consists of code related to the tiers, or layers, of the application including the database layer, the business layer, and the presentation layer. This document provides a description of the software components included in the <Application/System Name> system, as well as the required configurations.

Refer to the applicable <Application/System Name> Release Notes for a description of functional changes for this release. Installation instructions for the updated software are included in Section 2.2 of this document.

# Version Description

*Identify the system and the release number.*

This section provides the inventory of materials released, installation instructions, backout procedures, commercial off-the-shelf software, and target environments for <Application/System Name> Release <X.X>.

## Inventory of Materials Released

*Provide a listing of software covered in this VDD, including database components. Below is an example.*

The software covered by this VDD includes the following components updated from previous tasks establishing the <Application/System Name> database:

* Database Data Definition Language (DDL)
* ETL Packages
* SQL Configuration Files
* Reference Data Files

Additional software covered by this VDD includes:

* Application RPM Package Manager (RPM)
* Enterprise Archive (EAR)
* Server Configuration RPM
* Module Package (AMP)
* Stored Procedures

## Installation Instructions

*Explain how to install the release. This information may be included in an appendix, if necessary. Include information on the resulting directory structure and any registry entries.*

These installation instructions are intended for <insert intended audience for the installation instructions>.

### Pre-Implementation

*Provide any pre-implementation instructions, if applicable. If not applicable, delete subsection. Examples provided below.*

#### Technical Assumptions

*Provide any technical assumptions made in developing this VDD. Tailor the sample language provided.*

The following technical assumptions apply to the development of this VDD.

* <Technical Assumption First>
* <Technical Assumption>
* <Technical Assumption>
* <Technical Assumption Last>

#### Technical Dependencies

Installation of this release relies on the following dependencies:

* Web Server cluster has been set up and configured
  + The following configuration changes <xxxx>

test.<worker>.prepost\_timeout=1000

test.<worker>.prepost\_timeout=10001

* Application Servers are set up and configured with the following:
  + Red Hat Enterprise Linux (RHEL) Operating System
  + Java Development Kit version X.x
* Database Servers are set up and configured with the following:
  + Microsoft Windows Server 2012 Enterprise Edition
  + Microsoft SQL Server 2017 Enterprise Edition
    - Database Engine installed
    - Integration Services installed

### Database Installation/Deployment

#### Installation Instructions for Release X.X

Execute the following steps after the application servers are offline and the Outage page is posted.

1. <Step 1>
2. <Step 2>

#### Initial Database Creation Instructions

Below are the instructions to create and deploy the **initial** database.

<Provide instructions>

### Application Software Installation/Deployment

Application installation and deployment requires the following steps:

1. <Step 1>
2. <Step 2>

## Backout Procedures

### Backout Procedures for Database Updates

Perform the following step(s) in the event the database changes performed as part of this release require backed out:

1. <Step 1>
2. <Step 2>

### Backout Procedures for Application

If necessary, take the following steps to roll back the application installation:

1. <Step 1>
2. <Step 2>

### Backout Procedures for (Additional Area)

If necessary, take the following steps to back out the [insert additional area].

1. <Step 1>
2. <Step 2>

## Commercial Off-the-Shelf Software

*Identify any new or altered commercial off-the-shelf (COTS) software requiring installation to support the release and the release version of each application. This information may be included in an appendix if necessary.*

<Insert description.>

## Target Environments

*Provide a list of server instances affected for this release.*

The following table contains the list of server instances that are the target for this VDD. This document applies to one specific server or many servers (if each server receives an identical application build).

Table – Server Names

| **Server Type** | **Server Name** | **IP Address** |
| --- | --- | --- |
| Production: |  |  |
| Input server type |  |  |
| Input server info |  |  |
| Input server info |  |  |
| Input server info |  |  |
| Input server info |  |  |
| Pre-Production: |  |  |
| Input server info |  |  |
| Input server info |  |  |
| Input server info |  |  |
| Input server info |  |  |
| Input server info |  |  |
| Disaster Recovery: |  |  |
| Input server info |  |  |
| Input server info |  |  |
| Input server info |  |  |
| Input server info |  |  |
| Input server info |  |  |

1. Inventory of Software Contents

*Describe the software components of the release. Provide a listing of application executable and system files within the desired directory structure for each target platform in the format presented below. Add sections for tables as necessary such as database inventory tables and application software inventory to provide clarity. Provide a list of deleted files, as appropriate. This information may be included in an appendix if necessary.*

The application is composed of several databases and web-based services and software <provide high-level description>.

## Database Inventory

*Break into subsections to address each type as appropriate.*

This section identifies the software components delivered with the application databases and includes updated version numbers for items changed with this release.

Table – Reference Data Files

| **Reference File Name** | **Version**  **(or date/ time stamp)** | **Description** |
| --- | --- | --- |
| Insert reference file name | X.X or  MM/DD/YYYY | Add brief description |
| Insert reference file name | X.X or  MM/DD/YYYY | Add brief description |
| Insert reference file name | X.X or  MM/DD/YYYY | Add brief description |
| Insert reference file name | X.X or  MM/DD/YYYY | Add brief description |

Table – Configuration Data Files

| **Configuration File Name** | **Version**  **(or date/ time stamp)** | **Description** |
| --- | --- | --- |
| Insert configuration file name | X.X or  MM/DD/YYYY | Add brief description |
| Insert configuration file name | X.X or  MM/DD/YYYY | Add brief description |
| Insert configuration file name | X.X or  MM/DD/YYYY | Add brief description |
| Insert configuration file name | X.X or  MM/DD/YYYY | Add brief description |

Table – Database Components

| **Database Components** | **Version**  **(or date/ time stamp)** | **Description** |
| --- | --- | --- |
| Insert database components | X.X or  MM/DD/YYYY | Add brief description |
| Insert database components | X.X or  MM/DD/YYYY | Add brief description |
| Insert database components | X.X or  MM/DD/YYYY | Add brief description |
| Insert database components | X.X or  MM/DD/YYYY | Add brief description |

Table – Package Components

| **Package Name** | **Version**  **(or date/ time stamp)** | **Description** |
| --- | --- | --- |
| Insert package name | X.X or  MM/DD/YYYY | Add brief description |
| Insert package name | X.X or  MM/DD/YYYY | Add brief description |
| Insert package name | X.X or  MM/DD/YYYY | Add brief description |
| Insert package name | X.X or  MM/DD/YYYY | Add brief description |

Table – <Type> Script

| **Script** | **Version**  **(or date/ time stamp)** | **Description** |
| --- | --- | --- |
| Insert script name | X.X or  MM/DD/YYYY | Add brief description |
| Insert script name | X.X or  MM/DD/YYYY | Add brief description |
| Insert script name | X.X or  MM/DD/YYYY | Add brief description |
| Insert script name | X.X or  MM/DD/YYYY | Add brief description |

Table – <Type> Function

| **Function Name** | **Version**  **(or date/ time stamp)** | **Description** |
| --- | --- | --- |
| Insert function name | X.X or  MM/DD/YYYY | Add brief description |
| Insert function name | X.X or  MM/DD/YYYY | Add brief description |
| Insert function name | X.X or  MM/DD/YYYY | Add brief description |
| Insert function name | X.X or  MM/DD/YYYY | Add brief description |

Table – <Type> Stored Procedures

| **Stored Procedure Name** | **Version**  **(or date/ time stamp)** | **Description** |
| --- | --- | --- |
| Insert stored procedure name | X.X or  MM/DD/YYYY | Add brief description |
| Insert stored procedure name | X.X or  MM/DD/YYYY | Add brief description |
| Insert stored procedure name | X.X or  MM/DD/YYYY | Add brief description |
| Insert stored procedure name | X.X or  MM/DD/YYYY | Add brief description |

## Application Software Inventory

*This information may be included in an appendix, if necessary. Optional – If you can generate a complete list of files from GIT or an EAR file, note this and do not list within this document. Create a new subsection as applicable for your application, providing a brief description of any tables and the subsection.*

This section describes the software files included in the <RPM> as part of the <Application/System Name> application.

### Server Configuration RPM

*Provide a brief description.*

<Insert description.>

Table – Database Components

| **Components Name** | **Version**  **(or date/ time stamp)** | **Description** |
| --- | --- | --- |
| Insert component name | X.X or  MM/DD/YYYY | Add brief description |
| Insert component name | X.X or  MM/DD/YYYY | Add brief description |
| Insert component name | X.X or  MM/DD/YYYY | Add brief description |
| Insert component name | X.X or  MM/DD/YYYY | Add brief description |

### Application RPM Inventory

*Provide a brief description.*

The following table lists the enterprise archive (EAR) file for <Application/System Name>.

Table – Database Components

| **Components Name** | **Version**  **(or date/ time stamp)** | **Description** |
| --- | --- | --- |
| Insert component name | X.X or  MM/DD/YYYY | Add brief description |
| Insert component name | X.X or  MM/DD/YYYY | Add brief description |
| Insert component name | X.X or  MM/DD/YYYY | Add brief description |
| Insert component name | X.X or  MM/DD/YYYY | Add brief description |

### Deleted Files

*Identify any files no longer needed as a result of this release. This information confirms that their absence will not affect system performance. Use a table format similar to the table depicted below to present this information. This information may be included in an appendix, if necessary.*

<Insert description.>

Table – Database Scripts

| **Script** | **Version** | **Description** |
| --- | --- | --- |
| Name of database script | X.x | Insert description |
| Name of database script | X.x | Insert description |
| Name of database script | X.x | Insert description |

## Related Documents

*List any other documents that serve as documentation for the software release in the format presented in Exhibit 4. Include user-oriented documentation, such as User Manuals or Quick Reference Guides. This information may be included in separate attachments, if necessary.*

The following table lists the documentation for the software release.

Table - Release Documentation

| **Document Title** | **Version No.** | **Last Update** | **Comments** |
| --- | --- | --- | --- |
| <insert document title> |  |  |  |
| <insert document title> |  |  |  |
| <insert document title> |  |  |  |

# Possible Problems and Known Errors

*List possible problems and known errors.*

The following table identifies any possible problems and known errors.

Table - Problem and Errors Table

| **TPR Number** | **Problem/Change Title** |
| --- | --- |
| <insert identifying number> |  |
| <insert identifying number> |  |
| <insert identifying number> |  |

# Appendices

*Use an appendix to provide additional information for this VDD.*

## Additional reference / information 1

## Additional reference / information 2

# Attachment A – Additional reference / information

*Use an Attachment to link an object within this VDD. An attachment is usually a separate document(s), such as providing reference documents.*

<Insert Link to Object if applicable>