**CONFIGURATION PLAN**

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**Revision history**

|  |  |  |  |
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# INTRODUCTION

## Purpose

This document is describe how configuration management will be conducted throughout the project lifecycle. The plan describes in simple, straight forward term the processes required to ensure that the changes occur within an identifiable and controlled environment.

## Audience

This document is created for develop team to comply the format have given.

# CONFIGURATION MANAGEMENT

## Organization

The user organization will connect to Github.All of documents will be stored on Github.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Folder Organization** | | | | | | |
| **Level 1** | **Level 2** | **Level 3** | **Level 4** | **Level 5** | **Level 6** | **Level 7** |
| Swappal | client | e2e |  |  |  |  |
|  |  | src | UnitTestClient |  |  |  |
|  |  |  | app | \_directives  \_guards  \_helpers  \_layouts  \_models  \_services  home  login  logout  profile  register  news  foundation  search |  |  |
|  |  |  | fonts |  |  |  |
|  |  |  | images |  |  |  |
|  |  |  | styles |  |  |  |
|  | document | 1.Deliverables | 1.1.Kick-off |  |  |  |
|  |  |  | 1.2.Meeting minutes | 1.2.1.Kick-off meeting |  |  |
|  |  |  |  | 1.2.2.Customer meeting |  |  |
|  |  |  |  | 1.2.3.Sprint planning |  |  |
|  |  |  |  | 1.2.4.Backlog refinement |  |  |
|  |  |  |  | 1.2.5.  Retrospective |  |  |
|  |  |  |  | 1.2.6.Sprint review |  |  |
|  |  |  |  | 1.2.7.Mentor meeting |  |  |
|  |  |  | 1.3.Process |  |  |  |
|  |  |  | 1.4.Release planning |  |  |  |
|  |  |  | 1.5.Product backlog |  |  |  |
|  |  |  | 1.6.Sprints | 1.6.1.Sprint 0 |  |  |
|  |  |  |  | 1.6.2.Sprint 1 | 1.6.2.1.Workflow |  |
|  |  |  |  |  | 1.6.2.2.Functional testcase | 1.6.2.2.1.Testcase-Sprint 1 |
|  |  |  |  | 1.6.3.Sprint 2 | 1.6.3.1.Workflow |  |
|  |  |  |  |  | 1.6.3.2.Functional testcase | 1.6.3.2.1.Testcase-Sprint 2 |
|  |  |  |  | 1.6.4.Sprint 3 | 1.6.4.1.Functional testcase | 1.6.4.1.1.Testcase-Sprint 3 |
|  |  |  |  | 1.6.5.Sprint 4 | 1.6.5.1.Functional testcase | 1.6.5.1.1.Testcase-Sprint 4 |
|  |  |  |  | 1.6.6.Sprint 5 | 1.6.6.1.Functional testcase | 1.6.6.1.1.Testcase-Sprint 5 |
|  |  |  |  | 1.6.7.Sprint 6 | 1.6.7.1.Functional testcase | 1.6.7.1.1.Testcase-Sprint 6 |
|  |  |  | 1.7.Template |  |  |  |
|  |  |  | 1.8.Training |  |  |  |
|  |  |  | 1.9.Business |  |  |  |
|  |  | 2.Draft-Research | 2.1.ThachNguyen |  |  |  |
|  |  |  | 2.2.PhuongNguyen |  |  |  |
|  |  |  | 2.3.TaiNguyen |  |  |  |
|  |  |  | 2.4.QuangNguyen |  |  |  |
|  |  |  | 2.5.VietDang |  |  |  |
|  |  |  | 2.6.ChanhTran |  |  |  |
|  | server | models routes |  |  |  |  |

## Description

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Level 2** | **Description** | **Level 3** | **Description** | **Level 4** | **Description** | **Level 5** | **Description** |
| **client** | Folder contains client side coding | **e2e**  **src** | Client side source code |  |  |  |  |
| **document** | Folder contains all of documents relating to project | **1.Deliverables** | Folders contains documents deliverables | **1.1.Kick-off** | Documents about kick-off of project |  |  |
|  |  |  |  | **1.2.Meeting minutes** | Folders contains reports of every meeting | **1.2.1.Kick-off meeting** | Report of kick-off meeting |
|  |  |  |  |  |  | **1.2.2.Customer meeting** | Reports of Customer meeting |
|  |  |  |  |  |  | **1.2.3.Sprint planning** | Reports of Sprint planning |
|  |  |  |  |  |  | **1.2.4.Backlog refinement** | Reports of Backlog refinement |
|  |  |  |  |  |  | **1.2.5.**  **Retrospective** | Reports of Retrospective meeting |
|  |  |  |  |  |  | **1.2.6.Sprint review** | Reports of Sprint review meeting |
|  |  |  |  |  |  | **1.2.7.Mentor meeting** | Reports of Mentor meeting |
|  |  |  |  | **1.3.Process** | Documents about process like homeground,process decisions, process models.. |  |  |
|  |  |  |  | **1.4.Release planning** | Documents ralate to project’s track like product,release roadmap,timeline. |  |  |
|  |  |  |  | **1.5.Product backlog** | Document(Excel) about product backlog :epic, features,user story |  |  |
|  |  |  |  | **1.6.Sprints** | Include sprint 1-> sprint 6:Funtional testcase, test report, workflow, usecases of each sprint. |  |  |
|  |  |  |  | **1.7.**  **Template** | Document templates relate to project like project plan, configuration, team forming v..v.. |  |  |
|  |  |  |  | **1.8.Training** | Document about to how to train team skills like coding, testing.v..v. |  |  |
|  |  |  |  | **1.9.Business** | Documents relate to business like business model,product feasibilty..v… |  |  |
|  |  | **2.Draft-Research** | Contain individual draft and research |  |  |  |  |
| **server** | Folder contains client side coding |  |  |  |  |  |  |

# CONFIGURATION MANAGEMENT ACTIVITIES

## Configuration Identification

### Document name

TeamName-DocumentName-vX.Y

X: Revision : it will change when the changes occur in documents which have been baselined.

Y: Sub-revision : it will change when the changes occur in documents which have not been baselined.

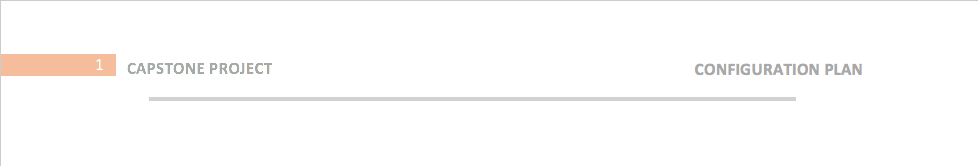
### Prescribe for Word Document

Header and Footer:

* Font: Calibri (Body)
* Size: 11
* Color: Light Gray

Example:

Header:



Footer:



Document Name:

* Font: Arial
* Size: 48
* Color: Dark Gray

Author and Date:

* Font: Arial
* Size: 20
* Color: Dark Gray

Heading 1:

* Font: Arial
* Size: 18
* Color: Dark Gray

Heading 2:

* Font: Arial
* Size: 14
* Color: Light Gray

Heading 3:

* Font: Arial
* Size: 12
* Color: Light Gray

Content:

* Font: Calibri (Body)
* Size: 11

Headline:

* Font: Times New Roman
* Size: 12

Revision History:

* Font: Arial
* Size: 14

Table:

* Font: Arial
* Size: 11
* Title Color: Orange

### Tools

Microsoft Word 2013

Microsoft Excel 2013

### Activities

|  |  |
| --- | --- |
| **Step** | **Describe** |
| Identify Configuration Items | The configuration Items (CI) can belong to a kind of CI:   * + Hardware   + Software   + Communications/Networks   + Documentation   The item must be uniquely identified so that it can be distinguished from all other configuration items.  The CI is subject to acceptance verification based on established criteria. |
| Retrieve and Update Configuration Items | After identify CI and it’s not a new CI you need to update it. |
| Add new configuration items to Repository | This just happen when you have a new CI and it to be add to repository |
| Monitor and Track Configuration Items | After new CI or CI updated you need to monitor and track it. |