By Isaac Dunn

Tourist website for staffordshire tourism accosiation

By team 15

Contents

[1 Version control system 2](#_Toc122447339)

[2 Change management system 2](#_Toc122447340)

[3 User guide 2](#_Toc122447341)

[Users 2](#_Toc122447342)

[Moderators 2](#_Toc122447343)

[Developers/administrators 2](#_Toc122447344)

[4 Appendix 2](#_Toc122447345)

[4.1 Trello Change Management system 2](#_Toc122447346)

# 0 Introduction

This document is for required documentation that is too small to justify a separate document. It contains documentation for version control, change management, etc

# 1 Version control system

For version control the project will use the service GitHub to store and control the development of the project as a group. GitHub allows the project to effectively allow multiple members to work on the same project simultaneously with features being developed on an individual’s pc then uploaded to as a separate version to the cloud with every other member of the team downloading the new version when needed.

# 2 Change management system

With the use of a change management software like Trello tasks are assigned to each person but these can be changed at anytime to suit changes in workload with each member of the team. To decide when a change in an activity such as feature development or documentation the requesting person simply asks the other members of the team and when all members agree the change is made by editing, adding, or removing a feature on Trello. Documentation of these changes should be made to keep track of what was changed and when as well as changes to the relevant documents like requirements or designs.

Due to the team being small having only 3 members with multiple disciplines and the project being a small website this method of change management will be effective as the features being managed is small in scope and thus easy to keep track of the individual features and who will be working on them.

# 3 User guide

## Users

## Moderators

## Developers/administrators

# 4 Appendix

## 4.1 Trello Change Management system

\*image of Trello board here\*