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| SSW Superior Software for Windows |
| SSW SharePoint Mock-Up |
| Implementation for the Internal SharePoint Mock-Up |

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# Executive Summary

This report is the proposal for the stage after the recommendations of the report *SSW Management Report – Knowledge Management Systems, Wikis* and the decision that SharePoint has been selected as the knowledge management system (KMS) for SSW. This document provides a plan for the implementation of a SharePoint mock-up and proof of concept to verify that the recommendations from the previous report are valid for SSW.

The implementation that is detailed in this report will serve as a demonstration of how the production version of a SharePoint implementation will look and feel. Allowing SSW to decide if the proposed SharePoint implementation fulfils all the requirements set out by SSW and Adam Cogan.

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# User Requirements

**Required (In Priority Order)**

1. Edit button on each rule
2. Ability to design and customise the site appearance (e.g. CSS)
3. .NET language
4. Category per rule
5. Comments per rule
6. Comments are hidden until user opts to view them (e.g. Separate page or AJAX)
7. Ratings per rule (agree and use)
8. Rules are separated by category and can be ordered by
   1. Agree rating
   2. Use rating
   3. Importance
   4. Order
9. Tasks per rule (e.g. Shown as Tasks (X) ~~Tasks Done (Y)~~)
10. WYSIWYG editing
11. Publish all rules to PDF for printing with publishing service
12. User registration and logon
13. Workflow for user edits
14. Permissions levels per rule (open, semi-protected, protected)
15. Visible version number per rule
16. Reports:
    1. tasks complete per category
    2. tasks to be completed per category
    3. agree per rule per category
    4. agree per category
    5. used per rule per category
    6. used per category
17. Support for embedded SQL statements

**Desirable (In Priority Order)**

1. Viewable history per rule
2. Trackbacks per rule
3. Related rules (e.g. Phil’s Rules or by using tags)
4. Workflow for trusted user edits (e.g. users become trusted after 3 accepted edits)
5. Edits can be made offline and uploaded later

# Implementation

The following specifies the order of requirement implementation for the mock-up SharePoint portal.

1. Create SSW Home Page
2. Create Rules sub-site and home page
3. Create Rules For Better Project Management
   1. Create Main Page with Rules List
   2. Create a page for every rule that links from the page created in (a)
4. Allow Rules to have categories
5. Allow commenting on Rules
6. Hide Comment when the page initially is displayed, and allow the user to view comments
7. Allow users to rate a rule
8. Create rule editing workflow/Editing permission levels
9. Allow rules to be separated by category and to be sorted by different criteria
10. Allow assigning of tasks to be on a per rule basis (linked with TFS)
11. Publish Rules to PDF
12. Create Reports
13. Viewable history per rule (breadcrumbs)
14. Related Rules ( Grouping of rules)

This procedure will implement all the required and desired requirements, with the exception of the ability to edit pages offline. This functionality is not possible with SharePoint as all content changes much be made through the web portal.