

openSUSE 12.2

Company: SUSE

Start: August 4, 2012

Finish: September 12, 2012

Report Date: August 16, 2012

Tasks

WBS	Name	Assigned to	Notes
1	Pre-Gold Master development		Tasks that need to be done for Alpha, Beta and RC releases that affect the Gold Master Release
1.1	Expected new features document		Compile a list of features for the new release. E.g by querying fate
1.2	create test plan		define test cases for QA
1.3	Manuals		Tasks related with the 12.2 manuals. The Documentation Team coordinate them.
1.3.1	document new features		Relevant new features shipped with the Release need to be added to the Manuals.
1.3.2	detect obsolete sections in Manuals		review manual and check which parts need to be removed or rewritten
1.3.3	update manuals		integrate changes into the manual
1.3.4	documentation team finished		checkpoint for doc team being ready
1.4	Translations		Tasks related with translations. A coordinator needs to be defined here. http://i18n.opensuse.org/stats/
1.4.1	manuals		translate openSUSE manuals to major languages
1.4.2	package descriptions		translate rpm package descriptions and summaries for at least the main languages
1.4.3	package strings		translate the packaged application itself and the .desktop file
1.4.4	release notes		translate the release notes into the main languages
1.4.5	translation check finished		checkpoint for all translations being ready
1.5	Security		Task related with security. It is desired to include them in the release process.
1.5.1	review new setuid binaries		the security team audits all new binaries that have the setuid bit set to find potential security issues before the release
1.5.2	review new network services		the security team audits new network services to find potential security issues before the release
1.5.3	review new dbus services		the security team audits all new D-Bus services to find potential security issues before the release
1.5.4	review new policykit policies		the security team audits services that install new policykit privileges to find potential security issues before the release
1.5.5	update Apparmor profiles		apparmor profiles need to be checked and potentially be updated to make sure they are still match the packages
1.5.6	security check finished		checkpoint for security team bein ready
1.6	prepare stable branch		create a stable branch so development in Factory can continue
1.6.1	branch new distro in OBS		branch openSUSE:XX.Y from openSUSE:Factory
1.6.2	bump release numbers in Factory		package release numbers in Factory need to be higher than in the released product so people who follow development can easily upgrade Should happen automatically by build service call for branch
1.6.3	Remove "Beta" tags from packages and configs		Use final release string in /etc/issue and remove beta.txt from install media.
1.6.4	set up Update project		openSUSE:XX.Y:Update, use previous distro as template
1.6.5	notify maintenance & security about new branch		the Maintenance and Security teams need to know that a new distribution is about to receive online updates
1.7	Bug fixing		This is a continuos task done by the Release Team, openSUSE Team, packagers and others. Added here to reflect the final process
1.7.1	fix bug		the packager fixes bug in his package(s)
1.7.2	submit package		the packager submits the package for inclusion in the distribution
1.7.3	review package		the opensuse review team reviews each package to decide whether or not to accept them
1.7.4	check in to distribution		the opensuse release team checks the package into the appropriate distribution

1.7.5	update most annoying bugs list	Add bugs that affect lots of users to the list of most annoying bugs: http://en.opensuse.org/openSUSE:Most_annoying_bugs
1.8	update rsync modules used by the mirrors	adjust rsync modules for full-, 160GB- and 80GB-mirrors to make sure the most requested files have a sufficient amount of mirrors
1.9	Go from Legal team	legal team finished review and declares all issues being solved
1.10	Go/NoGo for declaring RC?	When all teams give their ok which means the current build is in good shape the build can be declared as Release Candidate (RC)
1.11	Artwork	http://gitorious.org/opensuse/art/trees/master/
1.11.1	run competition for best artwork	competition and voting for design of next release
1.11.2	Basic design	create a common theme as basis
1.11.3	bootsplash	splash screen for plymouth used during boot
1.11.4	desktop splash screens	splash screen when starting up KDE, GNOME etc
1.11.5	wallpapers	wallpapers used on the desktop background
1.11.6	Poster	Promotion poster
1.11.7	Sticker	Promotion stickers
1.11.8	Flyers	Design and production of promotion flyers
1.11.9	T-Shirts	Design and production of promotion T-Shirts (not for each release)
1.11.10	download banner	download banner for www.opensuse.org
1.11.11	Countdown	The countdown until release date on opensuse.org
1.11.12	Promo DVD Sleeve	http://gitorious.org/opensuse/art/trees/master/CD-sleeve sleeve and the ring on the cd
1.11.13	Presentation	Create slides about the most important features of the new release for being used in presentations on OS events.
1.11.14	Screenshots	Create screen shots of the installation and highlights of the distribution Must be creative commons license so the press can use them
2	Gold Master development	Milestone that covers from the RC2 Release to the Go/NoGo decision for the final Release
2.1	Call for Release Parties	http://en.opensuse.org/openSUSE:Launch_parties http://en.opensuse.org/openSUSE:Launch_party_HOWTO http://news.opensuse.org/2011/11/15/join-or-organize-opensuse-12-1-launch-parties/
2.2	Update Release notes	update release notes with issues found during development
2.3	Install Countdown link	put a link to the countdown on Frontpages of all wikis, forum and www.opensuse.org
2.4	Pre-release articles	Publishing articles describing the ongoing work on the Release by the openSUSE Team at SUSE.
2.4.1	Create pre-release articles	This articles cover the major features we are presenting in the Release. These articles can be done by the openSUSE Team and the community
2.4.2	Publish pre-release articles	
2.5	Purchase Order for Promo DVDs	Select Fab Decide how many DVDs to produce in which country and which Fab is going to do it.
2.6	monitor bug reports	ongoing bugzilla work
2.6.1	flag release critical bugs	set ship_stopper flag on bugs that need to be resolved before release
2.6.2	remind people to fix critical bugs	Remind the developers or packagers about the deadlines for submitting the fixes to include them on the final release.
2.6.3	Update the most annoying bugs list	http://en.opensuse.org/openSUSE:Most_annoying_bugs Informative page about the most common problems they can find in the Release because they are not fixed by us, upstream, hardware manufactures.....
2.7	Checks and tests	Verifications tasks to check the needed work is done. Approval requested by the Release Manager to the different coordinators
2.7.1	verify iso sizes fit media	make sure iso images are not too big to fit on the medium. Note that pressed CDs may not be as large as burned ones!
2.7.2	check that all release critical bugs are fixed	
2.7.3	check release notes are usable	
2.7.4	ensure all packages build	
2.7.5	check manuals contain all changes	
2.7.6	Verify QA testplan is succeeded	
2.7.7	performance regression tests	make sure the kernel, networking and the most important services are not slower than before
2.7.8	check distro upgrade works	verify release numbers of all packages are higher than in the previous release

2.7.9	test live CDs		openSUSE:XX.Y:Live not done yet by openQA so needs to be done manually
2.8	Legal		Legal requirements for products hosted by SUSE
2.8.1	package list		compile a list of all packages in the distribution with the version and license
2.8.2	proprietary components		compile a list of all proprietary components with their EULAs
2.8.3	IPRQ document		Document needed for each Product released by SUSE, get it from the attorneys, fill in and send it back
2.8.4	go from Legal		Legal department gives its approval to the Release
2.9	Add-On DVD for box vendor		there's still a boxed version in germany that wants to also ship some non-oss components. done by opensource press the 2nd DVD is actually both an addon for openSUSE as well as a bootable live medium itself which makes things a bit more complicated
2.9.1	create package lists		work out package list together with vendor
2.9.2	integrate live images for KDE and GNOME		DVD can boot live images so they need to be included
2.9.3	add extra content needed by manufacturer		opensource press wants to add some extra content added by them
2.9.4	create custom boot menu		custom boot menu config is needed
2.9.5	test the DVD		the new DVD needs to be tested
2.10	Review upgrade portal page		Review and Verify our upgrade portal page at http://en.opensuse.org/Upgrade
2.11	verify delta rpms work		make sure maintenance update repo generates proper delta rpms and zypper applies them
2.12	Declare build as GMC		The Release Manager get approval from the different coordinators and declare the final build as Gold Master Candidate
3	Go/no Go meeting		Management meeting.
3.1	Go decision		Management meeting including the Release Manager and the different managers involved in the Release process to confirm the Release, modify the final date or reject the Gold Master Candidate
4	Release process		things done the days and hours between GM and GA
4.1	Sneak Peeks		Daily blog posts about selected features of the new release to create expectations. Blog posts about the release features:
4.2	www.opensuse.org text snippet		there's a small paragraph on www.opensuse.org that refers to download, highlights etc.
4.3	Iso images		manual work done by the autobuild team to prepare the iso images
4.3.1	create delta isos		delas are needed to reduce the download size for those that have the previous build already
4.3.2	sign the iso images		add detached gpg signature of opensuse key
4.4	Bitorrent		set up bittorrent infrastructure to be ready for taking the load at release time
4.4.1	find external seeders		ask mirror admins whether they could seed the torrent
4.4.2	create torrent meta data		create tracker files and register them with the tracker
4.5	prepare release on internal staging server		
4.6	update mirrors.opensuse.org		add the new release to the index page set "markers" for the new release
4.7	update the staging area for the mirrors		
4.7.1	update meta links		meta link files for aria2
4.7.2	inform mirror admins about upcoming release		tell them about the new isos and the proposed release date => mirror@opensuse.org
4.8	use mirrorbrain to check for broken mirrors		make sure permissions on mirrors are correct
4.9	Product highlights page		http://en.opensuse.org/openSUSE:Product_highlights_writing , http://en.opensuse.org/Product_highlights ask teams of important components to provide some text. Use release feature page as a base for this wiki page.
4.10	Translate opensuse.org front page		ask translatin list to do that
4.11	virtual PR package		Create virtual PR package (promo package) for ambassadors to promote new release. Upload or link files to Posters, flyers etc in
4.12	Videocasts		make some nice video cast, e.g. from the installation. maybe use openQA
4.13	press kit		promotional materials for the press http://en.opensuse.org/openSUSE:Press_kit
4.14	pre-information for press and ambassadors		download link, presentation, link to distribution page
4.15	reminder for press and ambassadors		download link, presentation, link to distribution page
4.16	Upload GM image for external print (Fab)		promo DVD image needs to be uploaded to Fab so they can start production

4.17	Promo DVD production		
4.18	Send PR package		Items: * Poster DIN A1 * Poster(s) DIN A3 * Flyer C6 (openSUSE Flyer) * Bookmarks * DVDs * Sticker
4.19	update web sites		several web pages need to be updated to refer to the new release
4.19.1	wiki		openSUSE wiki pages that need to be updated. They are not properly linked until the Release date.
4.19.1.1	front pages of all languages		
4.19.1.2	Move Wiki articles to archive		Move old distribution to Archive, update pages for new release needs help from the wiki admin
4.19.1.3	http://en.opensuse.org/Welcome_to_openSUSE.org		
4.19.1.4	http://en.opensuse.org/Development_Version		
4.19.1.5	http://en.opensuse.org/Bugs:Most_Annoying_Bugs		
4.19.1.6	http://en.opensuse.org/Template:ReleasesTable		
4.19.1.7	http://en.opensuse.org/Roadmap		
4.19.1.8	http://de.opensuse.org/OpenSUSE_kaufen		
4.19.2	forum	forum	Update the forum to receive questions about the release.
4.19.3	www.opensuse.org		
4.19.4	static.opensuse.org for screenshots		
4.19.5	opensuse-community.org		
4.19.6	opensuse-education.org		
4.19.7	planet.opensuse.org		
4.20	enable component "Final" in Bugzilla		Bugzilla has to have a component "Final" so people can report bugs they find
4.21	update doc.opensuse.org		Upload documentation to doc.opensuse.org
4.22	Checkpoint: wiki/webs updated, mirrors ready		wiki needs to be updated before the announcement otherwise the server load will not allow editing it anymore
4.23	XXX: clarify: download redirector		Open up infrastructure so download redirector handles all files
4.24	SUSE press release		official announcemnt by the company about openSUSE
4.25	Press interviews		The Release Manager (coolo) and the openSUSE Project Manager (AJ) will be available for the press
4.26	Presentation		Creation of presentation for anyone to use https://github.com/openSUSE/artwork/tree/master/slides
4.27	make files readable on internal staging server		This is basically the technical release time
4.28	publish files on pontifex.o.o and rsync.o.o		making files available on external staging servers
4.29	rescan mirrors		tell mirrorbrain to rescan mirrors
4.30	wait for mirrors to fill up		15-20 mirrors should have picked up the new release before announcing the release
4.31	update software.opensuse.org download pages		git@gitorious.org :opensuse/software-o-o.git app/controllers/main_controller.rb
4.32	deploy software.opensuse.org		changes were only made in git so far so the git repo needs to be deployed to the server to make the new content visible
4.33	create is_maintained data		internal data used mainly by security to determine which packages are in which release
4.34	make sure 3rd party repos are prepared		make sure 3rd party repos are ready for the new release
4.34.1	Nvidia		nvidia needs to publish their binary only drivers
4.34.2	ATI		ati needs to publish their binary only drivers
4.34.3	Packman		packman needs to make their repos build for the new release
4.35	Create Google alerts for openSUSE 12.2		get notification from google about activity wrt openSUSE
4.36	Release announcement		group of tasks that need to be done for the release announcement
4.36.1	Write release announcement		some nice text based on product highlights page
4.36.2	Translate release announcement		We write the Announcement in English and community members translate it. We include those in the wiki and link them in the announcement before publishing
4.36.3	check the announcement		Revision by the content/marketing coordinator. Communicate the ok to Release Manager.

4.36.4	Create correct links to webpages and wikies		The Release Manager approves this task. Needs to be coordinated with infrastructure, infrastructure needs to be open before publishing
4.36.5	Publish release announcement		The Release Manager gives ok for publishing the announcement
4.37	Release monitoring		Task to be done the Release date after the announcement is out
4.37.1	promote launch on social media		facebook, twitter, google+ This task needs coordination with community
4.37.2	repeatedly scan for new mirrors		Task done by service team during Release day for several hours
4.37.3	watch bandwidth usage		Task done by service team on Release date
4.37.4	Monitoring real time impact		openSUSE Team, Release Team and community members involved answer questions, are available in openSUSE Channel
5	Evaluation		post-release work
5.1	collect press mentions		add links to articles by the press to http://en.opensuse.org/In_the_press
5.2	Collect stats about release		compile download statistics from web server logs
5.3	Create and publish conclusion article		Article with mentions and summary of impact of 12.2 release, with quotes from media
5.4	Create next product in Bugzilla		Create the next version of openSUSE as product in bugzilla so people can start filing bugs
5.4.1	File Bug report for NPP		new products need to be requested by filing a bug report
5.4.2	Initialize product data (categories)		copy data from previous product to new one
5.4.3	request product to be made public		Bugzilla products are not public by default so that needs to be requested manually
5.4.4	setup milestones		e.g. when milestone 1 is released, add milestone 2
6	continuous openQA work		http://openqa.opensuse.org/
6.1	update openQA testcases		changes in the installation workflow might require adjusting the scripts used by openQA
6.2	debug issues found by openQA		try to reproduce openQA failures locally to find the cause
6.3	file bugs for openQA issues		file bug report with the details found during debugging
7	Release process Roadmap check		http://en.opensuse.org/openSUSE:Roadmap
7.1	Define and publish Gold Master roadmap		define which tasks need to be done and when during RC phase
7.2	Define and publish Release schedule		define what needs to be done at the day of the release
7.3	Define Evaluation process roadmap		define which tasks need to be done after the release