**4. SOFTWARE CONFIGURATION MANAGEMENT**

**4.1 CONFIGURATION IDENTIFICATION**

**4.1.1 Developmental Configuration Identification**

This section briefly describes the configuration development approach for the project. All team members will be involved in this part. Basically:

* Project Manager responsible for planning execution, coordination of team members, communication with the acquirer, consultant and customer, closing of the project.
* Business Analyst acts as a bridge between the business and IT, translating the business’s requirement into a form that can be understood by the system developer’s.
* Software Designer responsible for making architecture, database, data, object and user interface design.
* Quality Assurance Manager able for analyzing requirements of the products which meets with the specified requirements and customer expectations.
* Software Developer responsible for diagnose and fix any problems that might arise in a system, as well perform any maintenance.

**4.1.2 Identification Methods**

Configuration identification will be performed in three stages, as follows:

1. **Identifying**

The items to be placed under configuration control will be identified.

1. **Naming**

An identification system will be specified for assigning unique identifiers to each item under configuration control.

1. **Acquiring**

A procedure for placing items identified for configuration control into the appropriate library.

**4.2 CONFIGURATION CONTROL**

**4.2.1 Flow of Configuration Control**

Requirement

Evaluation

Approval

Implementation

Yes

Yes

No

No

No

Request

Stakeholder

**4.2.2 Review Procedures**

**Figure 4.1** Charts for Configuration Control

Configuration control will consist of the following mechanisms, as follows:

1. **Change requests**

Changes to a configuration item will be requested by customers to change management software.

1. **Change evaluation**

The impact of a chance to the configuration item will be evaluated, usually based on perceived risk vs. benefit with respect to budget, schedule and the impact on other configuration items

1. **Change approval/rejection**

Based on an evaluation of the change to the configuration item, permission to change the item will be approved or rejected by the Change Control Board (CCB).

1. **Change implementation**

If the change is approved, change to the configuration item will be allowed to take place.

**4.3 CONFIGURATION STATUS ACCOUNTING**

Not Applicable

**4.4 CONFIGURATION AUDITS**

This section will describe the schedule, resources, methods and procedures used to conduct project reviews and audits.

Since multiple project managers are referred to in the following tables, “COSYS Software Project Manager” will be used to refer to the project manager on the project described by this SDP.

The table headings are defined as follows:

* **Review/Audit**: the review/audit type described by the remaining columns in the row
* **Schedule**: the schedule basis for the review meetings
* **Resources**: the resources required to participate in the review
* **Method**: a characterization of what will be done in the review
* **Procedure** : how the review will be organized and communicate.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Review** | **Schedule** | **Resources** | **Method** | **Procedure** |
| Requirements peer  Reviews | Weekly, during  Requirements phase | SKITZA CORPORATION Software  Project Manager,  Requirements Analyst | Review current  state of in-progress  design documents,  document issues  that need resolving,  assign resolution,  and set schedule for  resolution. | 1. Resources booked by  Requirements Analyst  2. Documents to be reviewed  will be distributed at least  48 hours prior to the  meeting by Requirements  Analyst  3. Meeting held to review  requirements documents and  create issue resolution plan.  4. Requirements Analyst  distributes review summary |
| Design peer  Reviews | Weekly, during Design  phase | SKITZA CORPORATION Software  Project Manager | Review current  state of in-progress  design documents,  document issues  that need resolving,  assign resolution,  and set schedule for  resolution. | 1.Meeting held to review  design documents and create  issue resolution plan.  2.Distribute review summary  to resources |
| Implementation  peer reviews | Weekly, during  Implementation phase | SKITZA CORPORATION Software  Project Manager,  Programmer | Review current  state of in-progress implementation  products (i.e.  source code),  document issues  that need resolving,  assign resolution,  and set schedule for  resolution. | 1.Resources booked by  Programmer  2. Products to be reviewed will  be distributed at least 48  hours prior to the meeting  by Programmer  3. Meeting held to review  implementation products  and create issue resolution  plan.  4. Programmer distributes  review summary |
| Client Review | Weekly, after Implementation phase | SKITZA CORPORATION Software  Project Manager | Review documentation and testing product system. | 1.Resources booked by Programmer  2.Distribute review summary and solve the the problem |

**Table 4.1** Quality assurance audit