

**Collaboard CI/CD**

DEV AND RELEASE GUIDELINES

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| Title: | Collaboard Development and Release Guidelines |
| Abstract: | This document details the specification for development and the release process of Collaboard |
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# Introduction

This document describes the phases of development and release

# Prerequisites

* Create TEST branches for all backend repositories.
* Discuss how to use TEST branches in CollaboardWeb.

# **Assumptions**

Phase equals a bundle of features/fixes that are going from stage to stage.

Phases are running in parallel.

While new features are being developed on DEV, bug fixing and testing are being done on TEST and STG.

In short, from features view:

1st + 2nd week being developed

3rd week on TEST

4th week on STG and going to PRODs

The time from the start of development to PROD release is roughly 3.5 weeks.

# In short from envs view

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| --- | --- |
| Environment | Description |
| DEV | Used by developers, testers test new features/fixed issues and validate before moving to phase 2. |
| Test | Testers' playground, used for extensive testing, marginal issues etc. Developers are fixing bugs and merging back to DEV. |
| STG | Testers re-validate the preparedness of STG version for PRODs. Env is downscaled copy of the PROD, has multi-region and it's last chance for hotfixes before PROD. |

# Phases

## 1st phase - Development - 2 weeks

Any new features and small bug fixed are done during this phase.

All changes made by developers are continuously being deployed to DEV.

During this period, basic checks should be done that continuously integrated functionality is working.

At the end of this period, all is brought to TEST.

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| --- | --- |
| Phase ends | Monday morning |
| PRs deadline | Sunday |
| Forward Condition | none |

## 2nd phase - Test - 1 week

On TEST environment:

* Double-check that expected features are part of this merge.
* All functionality needs to be thoroughly tested.
* Exceptions in AppInsights need to be fixed.

In case of bug:

1. Create hotfix branch originating from TEST branch.
2. Fix the issue and create PR to TEST branch.
3. Confirm fix on TEST.
4. Cherry-pick PR to DEV branch.

At the end of this phase, all is merged to STG.

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| --- | --- |
| Phase ends | Monday morning |
| PRs deadline | Friday |
| Forward Condition | Alle exceptions/bug fixed |

# 3rd phase - Stage - less than 1 week

On Staging environment:

* All functionality needs to be tested (with multi-region and REDIS in mind).

Before being promoted to GA, the new RC must be tested in the following environment by the tester.

Staging (Azure-Blob Storage)

* ECS (AWS-Fargate-MFT)
* MFT VMs (on-premises)
* Lab Kubernetes
* Lab Openshift
* Each environment must go under a full regression test by the tester.
* Only if tests are passed for each environment, the RC will be promoted to GA.
* No matter if it is hotfix week or release week

In case of bug:

1. Create hotfix branch originating from STG branch (FE: release branch, BE: master or master-phoenix branch).
2. Fix the issue and create PR to STG branch.
3. Confirm fix on STG.
4. Cherry-pick created PRs to DEV and TEST branches.

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| --- | --- |
| Phase ends | Wednesday |
| PRs deadline | Tuesday |
| Forward Condition | no exceptions or issues present |