
M E M O R A N D U M

TO: SOFTWARE ENGINEERING TEAMS
FROM: SOFTWARE ENGINEERING GUIDANCE TEAM
SUBJECT: SOFTWARE CONFIGURATION MANAGEMENT
DATE: SEPTEMBER 3, 2013

Software configuration management is an essential aspect of software quality assurance. To assist you in defining a process for software configuration management (SCM) in this course, the Guidance Team is asking you to complete a software configuration management plan. During your final presentation, we will refer back to this document.

The document should contain the following sections:

1. Introduction:

This section gives introductory information regarding the project and the software configuration management plan. Identify the project. Describe the purpose of the software configuration management plan. Indicate what the document contains and who the intended audience is. Describe the sections of the document.

2. Software configuration identification:

This section provides labels for the baselines and their updates.

3. Software configuration control:

Provide a detailed mechanism for preparing, evaluating, and approving or disapproving all change proposals to the configuration items throughout the life cycle. The purpose of this section is to identify what mechanisms will be used to control access to items in the configuration in order to prevent unauthorized updates and collisions between team members working on the system simultaneously.

4. Software configuration auditing:

Provide a mechanism for determining the degree to which the current configuration of the software system mirrors the software system pictured in the baseline and the requirements documentation.

The Software Configuration Management plan is due **Friday, September 13, 2013, 11:59 PM**. The individual taking the lead for this document is the system analyst. The SCM plan will be evaluate using the following grading criteria.