

VAT Protocol Acknowledgment Tracker (**VATPAT**)

Kick-Off

System Development Phases

1. Requirements - **July**
2. Analysis - **July**
3. Design - **July**
4. Implementation - **August**
5. Testing - **September**
6. Maintenance

Alternatively, **Agile** – however, most associates are out of office in the coming weeks.

Think first, act second.

Requirements

- Create requirement doc together with business users
 - User stories or use cases.
- Decide on software development methodology:
 - Agile or Waterfall?
 - Continuous delivery and testing or deliver everything at once.

Deliverable for this stage: Requirement doc and decision made on methodology, signed of by business & Paulo A.

Analysis

- Business Process Modelling (BPM)
 - Current manual process 'as-is' + business user walkthrough of process.
 - Future automated process 'to-be'
- Requirements modelling
- Information analysis
- Stakeholder analysis
- Spec document
 - Acceptance criteria

Deliverable for this stage: Spec document signed of by business & Paulo A. , containing the above.

Either iteratively (Agile) or all-in one go (Waterfall).

Design

- System architecture
 - Object-oriented for modularity.
- Interface
 - Wireframes and wireflows.
- Frameworks, tools and languages
 - Choices based on maintainability, support and security.
 - Performance and scalability irrelevant to this project?
- Deployment and testing plan.
 - Where and how will the tool be deployed?

Deliverable for this stage: System and technical design document
including the above signed off by business & Paulo A.

Implementation

- Technical implementation and deployment.
 - Agile:
 - by user story and/or use case.
 - Provide business with incrementally improving software.
 - Adjust design by sprint based on business preferences.
 - Waterfall:
 - Deliver everything at the end in one go.
 - Potentially delivering something the business does not want to use.
- Technical documentation.
 - Future maintainability.

Deliverable for this stage: Working software and technical documentation signed of by business & Paulo A.

Testing

- Testing by business users
 - Based on user stories and/or use cases.
 - Incrementally or all-in one go (Agile/Waterfall).
- User guide manual.
 - Delivered once implementation, deployment and testing is complete and business users are satisfied with the system.
- Security.

Deliverable for this stage: Project complete with user guide manual and all artifacts signed of by business & Paulo A.