1. Determine baselines for agile approach to developing the SAMS project.

The baselines are start of project, iteration 1, iteration 2, iteration 3, and close of project.

2. Identify SCIs associated with each baseline.

Start baseline:

Software, application, features, documentation, hardware, services, companies, data, databases, users

Iteration 1: UC1, UC4, UC2

Software, databases, documentation, landing pages

Iteration 2: UC3, UC6, UC8

Software, databases, users, landing pages, services, documentation

Iteration 3: UC9, UC7, UC5

Databases, users, companies, data, databases, applications

3. Define a naming scheme for each type of CI identified.

SAMS\_software, SAMS\_documentation, SAMS\_hardware, SAMS\_services, SAMS\_features, SAMS\_databases, SAMS\_users.

4. Identify the events that will mandate changes to each type of CI identified.

Software deficiencies, hardware changes, changes to operational requirements, improvement and enhancement requests from customer and users, and changes to budget.

5. Describe what information should be included in an ECP, engineering change proposal.

Description of proposed changes, identification of originating organization, rationale for changes, identification of the affected baselines and SCIs, cost, and schedule impact.

6. Change Control Auditing

a. Describe the steps needed for a baseline to transition from TBE to a formal baseline.

One of the associated documents is produced and entered into the SCM system.

b. Describe methods to ensure that the identified CIs entered in the SCM system for change control. (Visual inspection works for small projects)

As stated visual inspection is one way for small projects. Another way is to make the input of CIs into the SCM system a baseline so that the project cannot move forward until it is done.

c. Describe how CIs will be checked for correctness.

Configuration item validation checks correctness by verifying there is an expanded use case in the succeeding baseline. The validation makes sure the expanded use case matches the user’s expectations.

d. Describe how change control auditing will ensure the changes in approved ECPs are implemented in a timely manner.

Once the approval is given to change proposals the changes get implemented to ensure that the timeline, budget, and priorities are updated and kept on track.