COS420

PALSS

Software Configuration Management Plan

**Introduction**

**The purpose of this Configuration Management Plan is to keep track of changes that have been made and need to be made to Xpendit, in addition to has made and who will make those changes.**

**Xpendit is an Android application developed by PALSS. Xpendit is designed to allow friends and roommates to track who owes what amount of money for a shared expense, such as rent or dinner at a restaurant. The application will also allow for the creation of collaborative shopping lists that will allow users to track what needs to be purchased, in addition to who paid what amount of money for the items on a shopping list.**

**Management**

**Project Owner: The Product Owner oversees changes made by scrum master and developers to ensure that they are of sufficient quality. The most important task of the Product Owner is to ensure that Xpendit is moving in an overall positive direction.**

**Scrum Master: On a smaller scale than the Project Owner, the Scrum Master ensures that the weekly goals of each sprint are met. The Scrum Master also assists the Product Owner in deciding which user stories are to be implemented in each sprint.**

**Developer: The Developers are in charge of implementing the changes that are determined necessary by the Product Owner and Scrum Master. These changes are to be up to the quality standards determined by the Product Owner.**

**Activities**

**Because Xpendit has not yet been released to the public, thinking of necessary changes and new features is left to each member of PALSS. Given the small size of the PALSS team, these changes are requested during meetings of the entire team. Changes are evaluated upon being requested, and are then approved or disapproved.**

**When a change request is approved by PALSS, it is first adapted into a user story. In user story form it is added to our Project Backlog spreadsheet, as well as our ZenHub-based Kanban board. On the Project Backlog spreadsheet, user stories are given a sequential identification number to make it easier to track each necessary change. The Project Owner decided what changes should be made and in what order, and the Developers are responsible for implementation of those changes.**

**At the end of a sprint, the Scrum Master and Project Owner collaboratively decide whether or not the changes made in the last week are up to Xpendit’s quality standards. If new features or changes are determined to be implemented well enough, Xpendit is rebuilt and deployed to users.**

**Schedule**

**All members of PALSS will meet weekly to discuss changes to be made to Xpendit. Meetings will occur at 3pm each Monday. Configuration audits for the previous week’s changes will occur at each meeting.**

**Xpendit’s first consumer release will occur during out first weekly meeting in May. This falls specifically on Monday, May 6th. Development will continue on the same schedule after that point, with new changes being pushed to users rather than only internally.**

**Resources**

**For development, PALSS is using the Android Studio environment. Although Android Studio is a resource intensive IDE, it runs sufficiently quickly on the computers used by each member of PALSS. PALSS does not hold formal training, though members are encouraged to reach out to each other if questions arise during development.**

**Plan Maintenance**

**The Software Configuration Management Plan is to be maintained by the Product Owner. Updates are made as changes are proposed; there is no specific update schedule. Changes to the Plan will be proposed during a PALSS weekly meeting, and will be evaluated and approved or denied at that meeting. Should any member of PALSS not be able to attend a weekly meeting during which a change to the Plan is made, that member shall be informed of any changes made.**