



# E-Health System

Team 2 K16T1



## Configuration management plan

📄 For E- Health System

📄 Version 1.1

📄 Written by Ngo Quang Huy

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## Revision history

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Version	Updated date	Author	Description
1.0	02/06/2013	Ngo Quang Huy	Create Document

# List of table

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# 1. Introduction

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## **1.1. Purpose:**

This document outlines the policies for maintaining Configuration Management (CM) and the SCM activities that identifies all functions and tasks required to manage the configuration of the software system. In addition, this document will address the naming convention and structures for directory which files are located in.

## **1.2. Audience**

The audience for this document is the project team and project stakeholders.

## 2. SCM Activities

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### 2.1. Organization

The organizational consist of customer, developers. All members of organization are responsible for any SCM activity on the project and for the problem resolution process.

### 2.2. SCM responsibilities

The SCM authority has the authority to require changes in practices and procedures. The SCM authority's functions include following tasks; configuration control, configuration identification, implementation and maintenance of the software configuration plan.

SCM Manager for E-Health System: Le Ngoc Chau

### 2.3. General Guidelines

- Use the template file for word documentation.
- The template file includes introduction section; purpose and audience
- The documentation has to include the revision history table.
- Team keeps the version number relative to revision history.
- Changes and editing will be constantly update

### 2.4. Configuration control

All documentation is released and maintained by SCM. SCM managers changes and control the identified process.

### 2.5. Configuration Identification

Team manages followings as configuration items.

- SRS (Software Requirement Specification)
- SCMP (Software Configuration Managements Plan)
- CMB (Change Management Plan)
- RMP (Risk Management Plan)
- STS (System Test Specification)
- STP (System Test Plan)
- Source Code

### 2.6. Tools

- Microsoft Word 2013
- Microsoft Excel 2013
- Microsoft PowerPoint 2013
- Microsoft Visio Professional 2013
- Microsoft Project Professional 2010
- Microsoft Visual Studio 2010, Windows 7/8
- SQL Server 2005
- Dropbox

### 3. Naming convention

#### 3.1. Documentation

##### a. Project management:

No	The file type	The file name
1	File:	SEP_PM_FileName.
		Example: SEP_PM_MeasurementPlan
2	Report file:	SEP_PM_WeeklyReport_ImplementationName
		Example: SEP_PM_WeeklyReport_HuyNgo
3	Work detail file:	SEP_PM_WorkDetail_Week#?
		Example: SEP_PM_WorkDetail_Week#1
4	Weekly report file:	SEP_PM_WeeklyReport_ImplementationName
		SEP_PM_WeeklyReport_HuyNgo
5	Weekly evaluation file:	SEP_PM_Evaluation_Week#?
		*#?: number of week
		SEP_PM_Evaluation_Week#1

*Table 1 Name for project management*

##### b. Requirement phase:

No	The file type	The file name
1	File:	SEP_RE_filename
2	Report file:	SEP_RE_WeeklyReport_ImplementationName
3	Work detail file:	SEP_RE_WorkDetail_Week#?
4	Weekly report file:	SEP_RE_WeeklyReport_ImplementationName
5	Weekly evaluation file:	SEP_RE_Evaluation_Week#?
		*#?: number of week

*Table 2 Name for Requirement phase*

##### c. Design phase:

No	The file type	The file name
1	File:	SEP_DE_filename
2	Report file:	SEP_DE_WeeklyReport_ImplementationName
3	Work detail file:	SEP_DE_WorkDetail_Week#?
4	Weekly report file:	SEP_DE_WeeklyReport_ImplementationName
5	Weekly evaluation file:	SEP_DE_Evaluation_Week#?
		*#?: number of week

*Table 3 Name for Design phase*

## d. Code phase:

No	The file type	The file name
1	File:	SEP_CO_FileName
2	Report:	SEP_CO_WeeklyReport_ImplementationName
3	Work detail file:	SEP_CO_WorkDetail_Week#? *#?: number of week
4	Weekly report file:	SEP_CO_WeeklyReport_ImplementationName
5	Weekly evaluation file:	SEP_CO_Evaluation_Week#? *#?: number of week

Table 4 Name for Code phase

## e. Test phase:

No	The file type	The file name
1	File:	SEP_TE_FileName
2	Report:	SEP_TE_WeeklyReport_ImplementationName
3	Work detail file:	SEP_TE_WorkDetail_Week#? *#?: number of week
4	Weekly report file:	SEP_TE_WeeklyReport_ImplementationName
5	Weekly evaluation file	SEP_TE_Evaluation_Week#? *#?: number of week

Table 5 Name for Test phase

## f. Effort log:

No	The file type	The file name
1	File chung	K16T01-Team1.2-EffortLog01
2	Effort log plan	EffortLog#?_Team1.2_Plan_Tên người thực hiện_MSSV *#?: number of effort log
3	Effort log actual	EffortLog#?_Team1.2_Actual_Tên người thực hiện_MSSV *#?: number of effort log

Table 6 Name for Effort log

## g. Presentation:

No	The file type	The file name
1	File	K16T01_Team1.2_FileName_version.ppt

Table 7 Name for Presentation

## h. Meeting minute

No	The file type	The file name
1	File	SEP_PM_Meeting_Minutes_ddmmyy_#? *If we have only 1 meeting, “#?” needn't to fill *If we have more than 1 meeting, “#?” to be replaced by 1 or 2...

Table 8 Name for Meeting minute



## 4. E-Health system depository

### 4.1.Directory structure

<https://www.dropbox.com/home/Team%2002/SEP>

Dropbox Photos Sharing Links Events Get Started	Team 02 › SEP		<input type="text" value="Search Dropbox"/>
Name ▲	Kind	Modified	
Mẫu tham khảo	folder	--	
Teemplate	folder	--	
abcHospital.docx	document docx	5/29/2013 2:31 PM Team02	
k16t_SEP.xlsx	document xlsx	5/27/2013 10:05 PM Team08	

## 5. Code standard

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*Refer to file: SEP\_CO\_CodeStandard.pdf*

