Life Cycle Plan (LCP)

Improvement on VITA website

Team #8

Team members	Primary Role	Secondary Role
Youn Kyu Lee	Project Manager	Life Cycle Planner, Web Designer
Melissa Roemmele	Operational Concept Engineer	Requirements Engineer, Web Designer
JungYoun Ku	Requirement Engineer	Feasibility Analyst
Jeonghoon Yun	Prototyper, Builder	Software Architect, Trainer
Woochan Jun	Software Architect	Prototyper, Builder
Hiram Garcia	IIV&V	Shaper, Tester

11/20/12

Version History

Date	Author	Version	Changes made	Rationale
10/03/12	Youn Kyu Lee, Woochan Jun	1.0	• Initial template has been made. • Team member's skills have been added. • Project milestones, artifacts, and responsibilities in Exploration phase have been added.	To Identify Lifecycle plan about team #8
10/15/12	Youn Kyu Lee	1.1	• Team member's skills have been modified and added. • Table numbers have been modified.	To specify each role and add roles for future team members
10/15/12	Youn Kyu Lee	2.0	• Artifacts in Valuation phase have been added.	To specify artifacts in Valuation phase
10/22/12	Ku, Youn Kyu Lee	2.1	• Section 1~5 has been updated.	To fulfill exit conditions of Draft FC package
10/28/12	Youn Kyu Lee	2.2	• Section 2 and 3 have been modified	To correct errors
11/07/12	Youn Kyu Lee	3.0	• Section 1-5 have been modified • Section 6 has been added.	To reflect the change of the overall project plan (2 semesters to 1 semester) To fulfill exit conditions of DC Package.
11/20/12	Youn Kyu Lee	3.1	• Section 1-6 have been modified based on TA feedback. • All sections have been filled.	To meet on TA's feedback, and fulfill exit conditions of Draft TRR package.

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1. Introduction

1.1 Purpose of the LCP

Since a Life Cycle Plan describes overall strategy, artifacts, and responsibility about entire project, it is very important to well organize plan. This will help every stakeholder to understand about the flow of project, identify his or her role, and skills.

1.2 Status of the LCP

This project has been changed from 2-semester project to 1-semester project according to stakeholder's agreement. Current version of the life cycle plan is version 3.1. This version describes about each team member's skills and responsibilities for all the phases and parted of Development Commitment Package, also it mentions about project milestones and artifacts deliverables in all the phases. Iteration plan also has been updated.

1.3 Assumptions

- The duration of the project is 12 weeks in Fall 2012.
- There are six people working on the project including one DEN student.
- Every team member including the client and the developers has shared vision and goals to achieve successful result.
- The development team members will achieve their role perfectly, so there is no delay or missing task during the project.
- Every team member and the client will have a regular meeting once a week to share their weekly progress, issues, and concerns.

2. Milestones and Products

2.1 Overall Strategy

The Improvement on VITA webpage project will implement following use Net-Centric Services process of the Incremental Commitment Spiral Model because most function on this program is worked on web-based system.

Exploration Phase

Duration: 09/19/12 – 10/03/12

Concept: The development team will focus on analyze current system, and design business work flow in the Exploration phase. During this phase, the team and client will have a regular meeting to identify project requirements, expected risk, and share everyone member's idea to implement software prototype.

Deliverables: Valuation Commitment Package

Milestone: Valuation Commitment Review

Strategy: One Incremental Commitment Cycle

Valuation Phase

Duration: 10/04/12 – 10/22/12

Concept: Through several WinWin negotiation sessions where all the success-critical stakeholders participated, the development team will elaborate the project requirements and prioritize them by analyzing each requirement with respect to business value, relative penalty, and ease of realization. The entire issues rose during this phase will need to be addressed.

Deliverables:

Milestone: Foundations Commitment Review

Strategy: WinWin negotiation, initial prototype development

Foundations Phase

Duration: 10/23/12 – 11/07/12

Concept: The project team needs to keep risks assessment, client interaction, and project plan every week and holds ARB-FCR. All COTS and NDI, like database, CMS, implemented in the system should be analyzed and fixed. Provide NDI report to client and negotiate with Client. Since requirement changes occurred, modifying project goal, plan, and design need to be done.

Deliverable: Development Commitment Package

Milestone: Development Commitment Review

Strategy: Procedure and functional prototype development

Development phase - Construction Iteration

Duration: 11/08/12 – 11/21/12

Concept: Develop the system based on modified design and architecture. Development team will be separated to two teams: UI improvement team and functional implement team. After separate development, integration will be performed and all functions need to be tested to eliminate the risks and defects after the integration.
Deliverable: Transition Readiness Review Package, Draft Transition Readiness Review Package
Milestone: Transition Readiness Review, Integrated system
Strategy: Development and testing

Development phase - Transition Iteration
Duration: 11/22/12 – 12/09/12
Concept: After reflecting client's feedbacks, the system will be ready to transit and be replaced the current VITA site. The team will make a manual for the client and maintainer to help transit the system. The team will also hold an education session for educating client and maintainer how to use the system.
Deliverable: Transition Readiness Review Package
Milestone: Transition Readiness Review Package
Strategy: Deployment, Training, and Transition

2.2 Project Deliverables

2.2.1 Exploration Phase

Table 1: Artifact deliverable in Exploration Phase

Artifact	Due date	Format	Medium
Client Interaction Report	09/19/2012	.doc, .pdf	Soft copy
Valuation Commitment Package • Operational Concept Description (OCD) Early Section • Life Cycle Plan (LCP) • Feasibility Evidence Description (FED) Early Section	10/03/2012	.doc, .pdf	Soft copy
Project Effort	Every Monday	Text	ER system
Project Plan	Every Wednesday	.mpp, .pdf	Soft copy
Progress Report	Every Wednesday	.xls	Soft copy

2.2.2 Valuation Phase

Table 2: Artifact deliverable in Valuation Phase

Artifact	Due date	Format	Medium
Report for web hosting services	10/22/2012	.doc	Email
Report for feasible programming languages	10/21/2012	.doc	Email
Report for prioritized requirements	10/10/2012	.doc	Email
Core Foundation Commitment Package • Operational Concept Description (OCD) • Life Cycle Plan (LCP) • Feasibility Evidence Description (FED) • Prototype Report(PRO) • System and Software Architecture Description Template for NDI NCS Team (SSAD) • Supporting Information Document (SID)	10/15/2012	.doc, .pdf	Soft copy
Response to Evaluation of Valuation Commitment Package	10/15/2012	.doc, .pdf	Soft copy
Draft Foundation Commitment Package • Operational Concept Description (OCD) • Life Cycle Plan (LCP) • Feasibility Evidence Description (FED) • Prototype Report(PRO) • System and Software Architecture Description Template for NDI NCS Team (SSAD) • Supporting Information Document (SID)	10/22/2012	.doc, .pdf	Soft copy
Evaluation of Draft Foundation Commitment Package	10/29/2012	.doc, .pdf, Bugzilla	Soft copy
Response to Evaluation of Draft Foundation Commitment Package	10/31/2012	.doc, .pdf, Bugzilla	Soft copy
Project Plan	Every Wednesday	.mpp, .pdf	Soft copy
Progress Report	Every Wednesday	.xls	Soft copy
Evaluation of Valuation Commitment Package	10/12/2012	.xls	Soft copy

2.2.3 Foundations Phase

Table 3: Artifact deliverable in Foundations Phase

Artifact	Due date	Format	Medium
Transited website to new domain	11/09/12	Web site	Web site
Prototype for Scheduling feature for Volunteers	11/07/12	Web site	Web site
Prototype for Scheduling feature for clients	11/07/12	Web site	Web site
Prototype for volunteer applications	11/07/12	Web site	Web site
Prototype for improved UI of website	11/07/12	Web site	Web site
Prototype for final improved website	11/07/12	Web site	Web site
Development Commitment Package • Operational Concept Description (OCD) • Life Cycle Plan (LCP) • Feasibility Evidence Description (FED) • Prototype Report(PRO) • System and Software Architecture Description Template for NDI NCS Team (SSAD) • Supporting Information Document (SID) • Quality Management Plan (QMP) • Test Plan and Cases (TPC)	11/07/2012	.doc, .pdf	Soft copy
Evaluation of Draft Foundation Commitment Package	10/29/2012	.doc, .pdf, Bugzilla	Soft copy
Response to Evaluation of Draft Foundation Commitment Package	10/31/2012	.doc, .pdf, Bugzilla	Soft copy
Project Plan	Every Wednesday	.mpp, .pdf	Soft copy
Progress Report	Every Wednesday	.xls	Soft copy

2.2.4 Development Phase

Table 4: Artifact deliverable in Development Phase

Artifact	Due date	Format	Medium
Transition Readiness Review Package • Feasibility Evidence Description (FED) • Life Cycle Plan (LCP) • Operational Concept Description (OCD) • Supporting Information Document (SID) • System and Software Architecture Description (SSAD) • Prototype report (PRO) • Quality Management Plan (QMP) • Test Plan and Cases (TPC) • Transition Plan (TP) • User Manual (UM) • Training Material (TM) • Test Procedures and Result (TPR)	12/10/12	.doc, .pdf	Soft copy
Draft Transition Readiness Review Package • Feasibility Evidence Description (FED) • Life Cycle Plan (LCP) • Operational Concept Description (OCD) • Supporting Information Document (SID) • System and Software Architecture Description (SSAD) • Prototype report (PRO) • Quality Management Plan (QMP)	11/26/12	.doc, .pdf	Soft copy

• Test Plan and Cases (TPC) • Transition Plan (TP)			
Evaluation of DC Package	11/12/12	.doc, .pdf	Soft copy
Response to Evaluation of DC Package	11/14/12	.doc, .pdf	Soft copy
Final system	11/21/12	Web site	Web site
System manual for client and maintainer	12/09/12	.doc, .pdf	Soft copy
Project Plan	Every Wednesday	.mpp, .pdf	Soft copy
Progress Report	Every Wednesday	.xls	Soft copy

3. Responsibilities

3.1 Project-specific stakeholder's responsibilities

This project has only the typical stakeholder's responsibilities. The stakeholder includes client, project manager, operational concept engineer, requirement engineer, prototyper, software architecture, and IIV&V.

3.2 Responsibilities by Phase

Table 5: Stakeholder's Responsibilities in each phase

Team Member / Role	Primary / Secondary Responsibility				
	Exploration	**Valuation**	**Foundations**	**Development-** Construction Iteration	**Development-** Transition Iteration
Mengri Yang: Client/ Maintainer	**Client:** - Provide domain information -Define current system shortfalls - Define desired system and the requirements to achieve it **Maintainer:** - Provide current system information	**Client:** - Provide domain information -Define current system shortfalls - Define desired system and the requirements to achieve it **Maintainer:** - Provide current system information	**Client:** - Provide feedbacks based on prototype -Define prototype shortfalls - Define desired system and the requirements to achieve it - Provide changed requirements **Maintainer**: - Review proposed system - Provide feedback	**Client:** - Provide feedbacks based on current system - Provide changed requirements **Maintainer**: - Review proposed system - Provide feedback	**Client:** - Provide feedbacks based on current system - Provide changed requirements **Maintainer:** - Receive training for the new system, provide training for users - Maintain the system
Youn Kyu Lee: Project Manager(PM), Life Cycle Planner(LCP), Web Designer	**PM:** - Creating the Project Plan - Distribute workload, give specific task to each team member **LCP:** - Plan Project	**PM:** - Manage Project - Distribute workload, give specific task to each team member **LCP:** - Plan detailed	**PM:** - Manage Project - Distribute workload, give specific task to each team member **LCP:** - Manage	**PM:** - Plan Project Life, Track Progress - Distribute workload, give specific task to each team member **LCP:**	**Implementation:** - Provide training, - Transition the system **Web Designer:** - Reflect client's feedback to design

	Plan - Identify team members' responsibilities	Project Life Cycle - Provide Project Feasibility Evidence	Project Life Cycle - Provide Project Feasibility Evidence	- Re-planning for changed project status - Assess tasks and time needed for implementation **Web Designer:** - Designing UI and contents of website. - Reflect client's feedback to design	
Melissa Roemmele: Operational Concept Engineer(OCE), Requirements Engineer(RE), Web Designer	**OCE:** - Analyze the current system - Set specific goals, visions, and user scenarios **RE:** - Assess user Requirements - Negotiate with the client to meet win-win condition	**OCE:** - Define Project goals - Define Operational Concept - Define Organizational and Operational Implications **RE:** - Prioritize Requirements	**OCE:** - Refine Operational Concept - Refine Organizational and Operational Implications **RE:** - Assess Project Progress	**RE:** - Check whether requirements are properly implemented. **Web Designer:** - Designing UI and contents of website. - Reflect client's feedback to design	**Implementation:** - Provide training, - Transition the system
Jung Youn Ku: Requirement Engineer(RE), Feasibility Analyst(FA)	**RE:** - Assess user requirements - Search and collect data to develop the system - Negotiate with the client to meet win-win condition **FA:** - Assess Project Risk - Plan Risk Mitigation technique	**RE:** - Prioritize Requirements - Define Operational Concept - Define Project goals **FA:** - Provide Project Feasibility Evidence - Assess NCS components	**RE:** - Assess Project Progress **FA:** - Assess Project Progress	**RE:** - Check whether requirements are properly implemented.	**Implementation:** - Provide training, - Transition the system
Jeonghoon Yun: Prototyper(PR), Software Architect(SA), Builder, Trainer	**PR:** - Prioritize system capabilities - Design prototype - Co-work with Software Architecture	**PR:** - Assess NCS components - Prototyping **SA:** - Set up basic infrastructure - Define Architecture	**PR:** - Prototyping **SA:** - Elaborate the system architecture	**Builder:** - Implement the main functions of system.	**Implementation:** - Transition the system **Trainer** - Provide training for the use and maintenance of the system.

Woochan Jun: Software Architecture(SA), Prototyper(PR), Builder	**SA:** - Analyze and develop current system with the technologies - Work with Prototyper to design, and model the new system	**SA:** - Set up basic infrastructure - Define Architecture **PR:** - Prototyping - Assess NCS components	**PR:** - Prototyping **SA:** - Elaborate the system architecture	**Builder:** - Implement the main functions of system.	**Implementation:** - Provide training, - Transition the system
Hiram Garcia: IIV&V(VV), Shaper(SH), Tester	**VV:** - Review the project artifacts - Manage Project Quality **Shaper:** - Assess WinWin negotiation context	**VV:** - Review the project artifacts - Manage Project Quality **Shaper:** - Assess WinWin negotiation context	**VV:** - Review the project artifacts - Manage Project Quality **Shaper:** - Assess WinWin negotiation context	**Implementation:** - Plan and Manage Project, - Implement the System, **VV:** - Perform testing, **Tester:** - Set up test cases - Perform testing modules during development - Record test results - Record test cases	**Implementation:** - Provide training, - Transition the system **Tester:** - Perform testing based on test cases - Record test case results

3.3 Skills

Table 6: Team members' Role and Skills

Team members	Role	Required Skills	Current Skills
Youn Kyu Lee	Project Manager Life Cycle Planner Web Designer	**Management Skills:** Communication Skills, Planning & Coordination Skills, Interpersonal Skills, Project Planning Skills, Web Design Skills **Technical Skills:** UML, C++, C#, Java, HTML **Tools Known:** Microsoft Project, COTIPMO, Google Docs, Adobe Photoshop, Adobe Flash	**Management Skills:** Communication Skills, Planning & Coordination Skills, Interpersonal skills, **Technical Skills:** C/C++ and JAVA **Tools Known:** COCOMO II, Eclipse, Visual Studio

Melissa Roemmele	Operational Concept Engineer Requirements Engineer Web Designer	**Management Skills:** Communication and interpersonal Skills (written, verbal, presentation), Requirements Specification Skills, System Analysis Skills, Web Design Skills **Technical Skills:** UML, Flash **Tools Known:** Visual Paradigm,COTIPMO, WordPress, Adobe Flash, Winbook, Adobe Photoshop, Adobe Flash	**Management Skills:** Communication and interpersonal skills (written, verbal, presentation) **Technical Skills:** Python, Java, C, HTML **Tools Known:** COCOMO II, Netbeans, FileMaker, WordPress
JungYoun Ku	Requirement Engineer Feasibility Analyst	**Management Skills:** Communication Skills, Requirement Negotiation Skills, Risk estimation Skills, **Technical Skills:** UML, Requirements specification **Tools Known:** Visual Paradigm, COTIPMO, Winbook,	**Management Skills:** Communication Skills, Requirement Negotiation skills **Technical Skills:** C, JAVA, and C# **Tools Known:** COCOMO II, Eclipse, Visual Studio, Visual Paradigm
Jeonghoon Yun	Prototyper Software Architect Builder Trainer	**Management Skills:** Development Leading Skills, Requirement Analysis Skills, Training Skills **Technical Skills:** ASP, C++, C#, Java, HTML, Database **Tools Known:** WordPress, Google APIs, VolunteerSpot	**Management Skills:** Development leading skills, Requirement Analysis skills **Technical Skills:** C, C++, C#, Java, HTML, DB **Tools Known:** COCOMO II, Visual Studio, Eclipse
Woochan Jun	Software Architect Prototyper Builder	**Management Skills:** Design & Modeling Skills, Development Skills **Technical Skills:** ASP, C++, Java, HTML, Database, UML **Tools Known:** Visual Paradigm, WordPress, Google APIs, VolunteerSpot	**Management Skills:** Design & Modeling skills, Interpersonal skills **Technical Skills:** C, C++, Java, HTML **Tools Known:** COCOMO II, Visual

			Studio, Eclipse
Hiram Garcia	IIV&V Shaper Tester	**Management Skills:** Debugging Skills, Communication Skills, Planning & Coordination Skills, Testing Skills, Creating Test Cases Skills **Technical Skills:** ASP, C, C++, C#, Java, HTML, Javascript, SQL **Tools Known:** Bugzilla, COTIPMO	**Management Skills:** Communication Skills, Planning & Coordination Skills **Technical Skills:**C, C++, C#, Java, HTML, Javascript, Perl, SQL **Tools Known:** COCOMO II, Eclipse, Visual Studio

4. Approach

4.1 Monitoring and Control

All the activities of each team member are monitored and controlled through the weekly meetings, Progress Report, Project plan and Effort Report. Detailed progress is reported to PM via verbal communication or email.

4.1.1 Closed Loop Feedback Control

Internal feedbacks are mainly provided through verbal communication and email. Bugzilla is also used to report feedbacks.

4.1.2 Reviews

Process for reviews and suggestions for every artifact are as follows:

1. PM reviews all the artifacts and provides feedbacks to owners of each artifact.
2. Each team member is assigned other member's artifacts and reviews them.
3. IIV&V review all the artifacts, identify bugs/defects and report them.
4. All the artifacts are assessed by the TAs.

4.2 Methods, Tools and Facilities

Table 7: Methods, Tools and Facilities

Tools	Usage	Provider
WinBook	WinBook	USC
Bugzilla	Report defects/errors in documents	USC
COTIPMO	Estimate accuracies of product and delivery schedule	USC
Project Website	Provide information of VITA project and artifacts.	USC
CSE Effort Reporting system	Record individual and team efforts	USC
Balsamiq	Drawing prototype images	Balsamiq Studios
Google Docs	Collaborate in documentation, Adjust schedule	Google
Gmail	Communicate with team members	Google
Microsoft Project	Manage and plan project	Microsoft
Microsoft Word	Documentation	Microsoft
Visual Paradigm	UML Modeling	USC

5. Resources

- Estimated CSCI577a Effort : 6 team members at 4.66hrs/week for 12 weeks
- Total estimated effort : 2.21PM(336 hours)
- Budget information: $50 / year
- Project duration :12 weeks
- Component modules in your development project: Volunteer Work Scheduling, Client Appointment Scheduling, Volunteer Application, and the other parts of Webpage.

Table 8: Application Count: Screens

Screen	Number of views	Number of source of data tables	Complexity level	Rationale
Home	1	1	Simple	This is the screen for the VITA website. There is 1 view in this screen which provides general information about the website.
About Us – History of USC VITA	1	1	Simple	This is the screen for the VITA website. There is 1 view in this screen that gives information about the history of USC VITA organization.
About Us – USC VITA Committee	1	1	Simple	This is the screen for the VITA website. There is 1 view in this screen that gives information about the information of USC VITA committees.
About Us – Hours	1	1	Simple	This is the screen for the VITA website. There is 1 view in this screen for operation hours of the USC VITA organization.
About Us – Location	1	1	Simple	This is the screen for the VITA website. There is 1 view in this screen for location of the USC VITA organization.
For Client – Before you come in	1	1	Simple	This is the screen for the VITA website. There is 1 view in this screen; provide guideline for clients about making appointments and preparation for visiting.
For Client – Make an	1	1	Simple	Even though we do not need to modify Google Docs, we need to

appointment				embed it to website. There is 1 view in this screen; For make a schedule, write contact information, add & confirm schedule.
For Volunteer – Why volunteer?	1	1	Simple	This is the screen for the VITA website. There is 1 view in this screen; provide guideline for volunteer about volunteer's works and scheduling.
For Volunteer – Apply to volunteer	1	1	Simple	Even though we do not need to modify Google Docs, we need to embed it to website. This is the screen for the VITA website. There is 1 view in this screen; provide application form for volunteer.
For Volunteer – Event calendar	1	1	Simple	Even though we do not need to modify Google Calendar, we need to embed it to website. This is the screen for the VITA website. There is 1 view in this screen; provide event calendar of USC VITA organization.
For Volunteer – Volunteer schedule	1	1	Simple	Even though we do not need to modify VolunteerSpot, we need to embed it to website. There is 1 view in this screen; view instructions for making a schedule and link to the VolunteerSpot.
For Volunteer – Training session	1	1	Simple	There is 1 view in this screen; instructions for reserving a training session.
Sponsors	1	1	Simple	This is the screen for the VITA website. There is 1 view in this screen that provides information of sponsors.
FAQs – General FAQs	1	1	Simple	This is the screen for the VITA website. There is 1 view in this screen that provides general frequently asked questions.
FAQs – FAQs for Client	1	1	Simple	This is the screen for the VITA website. There is 1 view in this screen that provides frequently asked questions for clients.

FAQs – FAQs for Volunteer	1	1	Simple	This is the screen for the VITA website. There is 1 view in this screen that provides frequently asked questions for volunteers.
Email US	1	1	Simple	This is the screen for the VITA website. There is 1 view in this screen that provides form for sending email to USC VITA committees.

Table 9: Application Count: Reports

Report	Number of sections	Number of source of data tables	Complexity level	Rationale
Client Schedule	4+	1	Medium	This report contains client schedule that is sent to VITA committee. It has 5 sections and uses 1 source of data table – Google Docs
Volunteer Application	3	1	Simple	This report contains volunteer application that is sent to VITA committee. It has 3 sections and uses 1 source of data table – Google Docs
Volunteer Schedule	4+	1	Medium	This report contains volunteer schedule that is sent to VITA committee. It has 4 sections and uses 1 source of data table – VolunteerSpot
RSVP Training Session	3	1	Simple	This report contains RSVP for training session that is sent to VITA committee. It has 3 sections and uses 1 source of data table – Google Docs

Table 10: Application Count: 3GL components

Component	Rationale

Table 11: Application Point Parameters

Parameter	Value	Rationale
Developer's Experience and Capability	Low	Although the developers have never developed application with WordPress and Google APIs, the integration will not be quite difficult.
ICASE Maturity and Capability	Nominal	The team uses COTIPMO, Bugzilla, CSE ER system, Microsoft Project and Visual Paradigm which are basic lifecycle tools and can be moderately integrated.

Initial Project Estimates Edit

Description:	Improvement on VITA website
% Reuse:	50
Developer's Experience and Capability	LO
ICASE Maturity and Capability	NOM
Productivity (PROD)	7
New Application Point (NAP)	15.5
Person-Months (PM)	2.21 (336 hrs)
NDI/NCS Details:	

Element Type	Simple	Medium	Difficult
Screens	17		
Reports	2	2	
3GL Components			

6. Iteration Plan

6.1 Plan

The first iteration of the development process focused on transition of website to the new domain (www.USCVITA.org), improvement of UI, and implement of basic functions (scheduling and application) of website. In the future, the system can be modified / evolved by construction of DB and re-designing of UI.

6.1.1 Capabilities to be implemented

For the first iteration, we will implement capabilities as follows:

Table 12: Construction iteration capabilities to be implemented

<Priority: 1: Highest, 2: Higher, 3: Medium, 4: Lower, 5: Lowest>

ID	Capability	Description	Priority	Iteration
CA_I_1	Transition of website to new domain	Transit the current website to new domain – www.USCVITA.org	1	1
CA_I_2	Improvement of website UI	Improve the design and UI of the current website more professional (add sub-menu features, modifying fonts and images).	1	1
CA_I_3	Implement the scheduling feature for clients	Embed the Google Calendar into the website.	2	1
CA_I_4	Implement the volunteer application feature	Embed the Google Docs into the website.	3	1
CA_I_5	Implement the scheduling feature for volunteers	Embed the VolunteerSpot into the website	4	1

6.1.2 Capabilities to be tested

For the capabilities in the first iteration, we will test capabilities as follows:

Table 13: Construction iteration capabilities to be tested

<Priority: 1: Highest, 2: Higher, 3: Medium, 4: Lower, 5: Lowest>

ID	Capability	Description	Priority	Iteration
CA_T_1	Transition of website to new domain	Check whether the new domain operates well – www.USCVITA.org	1	1
CA_T_2	Improvement of website UI	Check whether improved UI operates well and provide easier usability to website visitors.	1	1
CA_T_3	Implement the scheduling feature for clients	Check whether embedded Google Calendar operates well.	2	1
CA_T_4	Implement the volunteer application feature	Check whether embedded Google Docs operates well.	3	1
CA_T_5	Implement the scheduling feature for volunteers	Check whether embedded VolunteerSpot operates well and volunteers can access to the VolunteerSpot well.	4	1

6.1.3 Capabilities not to be tested

In the first iteration, all the capabilities will be tested.

6.1.4 CCD Preparation Plans

- Who will be involved in the CCD: TEAM 8, Client, and other VITA members.
- What will be provided in the CCD: Client and other VITA members will have a chance to use website and check whether they can utilize the website as required. After the checking website, client and VITA members will fill out the Feedback form as follows:

Table 14: Feedback form

ID	Iteration	Capability	Description	Comments	Score (1-10)		
					Performance	Usability	Satisfaction

- Risk management Plan: For capabilities which received lower score, the features that are related to the capabilities need to be handled as high-level risks in the next iteration.

Table 15. Risk management Plan for CCD

<Priority: 1: High, 2: Medium, 3: Low>

ID	Risk	Mitigation Plan	Priority
1	Disabled internet connection during the CCD	Prepare for sub-internet connection Prepare for local access to the web site	1
2	Client and VITA members cannot attend the CCD	Receive the confirmation of attendance before the CCD	2
3	Disabled function of NCSs	Prepare for video which recorded examination of all the functions	3
4	Disabled laptop during the CCD	Prepare for sub-laptops for the CCD	3

6.2 Iteration Assessment

6.2.1 Capabilities Implemented, Tested, and Results

Table 16: Capabilities implemented, tested, and results

ID	Capability	Test Case	Test Results	If fail, why?
CA_I_1	Transition of website to new domain	TC-05-01	Pass	-
CA_I_2	Improvement of website UI	TC-06-01 TC-07-01	Pass	-
CA_I_3	Implement the scheduling feature for clients	TC-01-01	Pass	-
CA_I_4	Implement the volunteer application feature	TC-03-01	Pass	-
CA_I_5	Implement the scheduling feature for volunteers	TC-02-01	Pass	-

6.2.2 Core Capabilities Drive-Through Results

Table 17: Core capabilities drive-through results

ID	Capability	Method
CA_I_1	Transition of website to new domain	driven-through
CA_I_2	Improvement of website UI	shown
CA_I_3	Implement the scheduling feature for clients	driven-through
CA_I_4	Implement the volunteer application feature	driven-through
CA_I_5	Implement the scheduling feature for volunteers	driven-through

Table 18: Core capabilities drive-through results

Positive feedbacks	- The website is very clean, simple, and user friendly. - Everything is very organized. It looks more professional than before. - The hyperlink looks very nice. I really like the [click] design.
Improvements needed/suggested	- UI: We can use a bit more color to the website to show more energy. It's pretty plain right now and we want a bit more excitement, so our main suggestion is to use more colors.
Changes to-be considered (Reprioritized capabilities, requirements, GUI, etc.)	For UI: 1. Under training session, please remove the open form application. We should upload information and instruction about training sessions instead of asking them to sign up directly. 2. Under Sponsor, the format of the second sentence is off. 3. We like the color block logo because it will add more colors to the website. Can we use that as our header? I can certainly change myself too, but I am not sure about the pixel or the size requirements. 4. Is it possible to embed a prettier calendar? or just a simple one that fits our website design?
Risks (Possible risks, New risks introduced, risks mitigated, etc.)	- The possible risks will be maintenance and any problems with open form.

6.3 Adherence to Plan

Table 19: Adherence to plan

Issues	Results	Adherence to Plan <1:Good, 2:Nominal, 3:Bad>
Was it on budget?	Assigned budget: 50$ Spent budget: 11$ (for purchasing the domain name)	1
Was in on time?	Due date: 11/26 (Site open) Final transition: 11/23	1
Is there any uncertainty in the software development status?	Initial Scope: Developing scheduling feature from scratch. Final system: Embedded Google Docs and Google Calendar for the scheduling feature.	2

***Provide some insight to avoid mistakes for future iterations:**
To avoid the mistakes, we need to clarify which parts need to be added / modified / deleted based on client's feedback.