# Release Process – Team Mizu

1. Planning
   1. Identify task requirements for Release
   2. Assign a release number (v1.0.0)
      1. Update version numbers in app configuration file for each build
   3. Report tasks and bugs on Github Issue Tracking
      1. Confirm and assign tasks for each member.
      2. Determine definition of “done” for each Task.
   4. Identify Release Date
      1. Set Milestone due date on Github
   5. Documentation
      1. Update version history in README if deployed
      2. Update design documentation
   6. Implement
      1. Accept Ticket on github – Accept ticket and update progress
      2. Revise Ticket – Add information about status/progress of the issue
      3. Resolve ticket – When completed mark as resolved.
   7. Testing
      1. Verify all unit tests pass
      2. Verify system tests pass
      3. Verify Design Documentation created
      4. Verify All tickets for Milestone closed
         1. Close each ticket that has been resolved.
   8. Release
      1. Deploy to demo laptop
      2. Submit any required documentation as specified in the milestone.