SNIRT Labs  
Request for Proposal

March 4, 2014

# Overview

## Project Background and Description

Snirt Labs is developing a document tracking, editing and collaboration platform that works with the Microsoft Office suite. The software application would be used by customers who have the need to create Microsoft Office documents in Word, Excel and PowerPoint that undergo numerous changes by multiple people and need to have strong version capabilities

## Project Scope

Snirt Labs requires a vendor who can provide software testing services for an undetermined period of no less than 1 month. These services would include all of the traditional software testing services including Test Planning, Test Design, Test Execution, Defect Management and Status Reporting. The service provider with the winning bid will provide management of the test process and work in coordination with the Snirt Labs project and development teams.

## High-Level Requirements

The software application being developed has two main components, a repository explorer application and an in-app panel that opens on the right side of any Microsoft Office document (Word, Excel, Powerpoint) that is contained within the document repository. The software application being developed will have the following features:

**Account**

* Ability to create, update, view user profiles (name, email, picture)
* Ability to connect one or more version control repositories hosted either on an internal network or on the Internet
  + Initially supporting Git and Subversion, but extensible to other version control software
* Ability to configure the setting for a repository

**Repository Explorer**

* Top Level Navigation including Files, Tags and Reports
* Ability to browse the repository for Files (and Labels in a future release)
* Ability to search for files using a filter with criteria such as Name, Tags, Date Modified
  + Ability to retain user selections for search between sessions
* Ability to add new files to the repository
* Ability to see a preview of a selected file
* Ability to see the file revision history of a selected file
* Ability to add comments to a file
* Ability to like / unlike (vote) on specific versions of a file in the file history
* Ability to view a read only version of non-current versions of a file
* Ability to revert to a previous version of a file in the file history (make a previous version the current version)
* Ability to compare a previous version of a file in the file history with the current version (view side by side)
* Ability to modify and save files locally without impacting the central repository
* Ability to publish locally modified files to a central repository (update the central repository)
* Ability for a user to follow a file, such that they would receive notification if a file is acted upon (modified, comment added, vote)
* Ability to add, view, update, delete, list and search tags that are associated to files

**In-App Panel (for Word, Excel, Powerpoint)**

* Ability to see the file revision history of an opened repository file
* Ability to add comments to a file
* Ability to like / unlike (vote) on specific versions of a file in the file history
* Ability to view a read only version of non-current versions of a file
* Ability to revert to a previous version of a file in the file history (make a previous version the current version)
* Ability to compare a previous version of a file in the file history with the current version (using track changes to denote differences)
* Ability to modify and save files locally without impacting the central repository
* Ability to publish locally modified files to a central repository (update the central repository)
* Ability for a user to follow a file, such that they would receive notification if a file is acted upon (modified, comment added, vote)
* Ability to add, view and update tags that are associated to files

**Other features**

* The software must seamlessly replicate updates to and from the repository explorer and in-app panel.
* Buttons should have a colour scheme that differentiates between active, inactive and active with hover (the mouse cursor is hovering over the button)

Additionally, Snirt Labs is asking that the test team should raise new feature proposal issues (i.e. if they see that there are beneficial features that could improve the functionality of the application the tester should raise them as new potential features in the issue tracking tool).

## Deliverables

Deliverables must include a master test plan and the collection of test suites (and their component test cases and other artifacts) as well as test execution reports.

## High-Level Timeline/Schedule

Initially this engagement is for a one month period with additional months to be negotiated between the parties on an ongoing basis.

# Approval and Authority to Proceed

We approve the project as described above, and authorize the team to proceed.

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