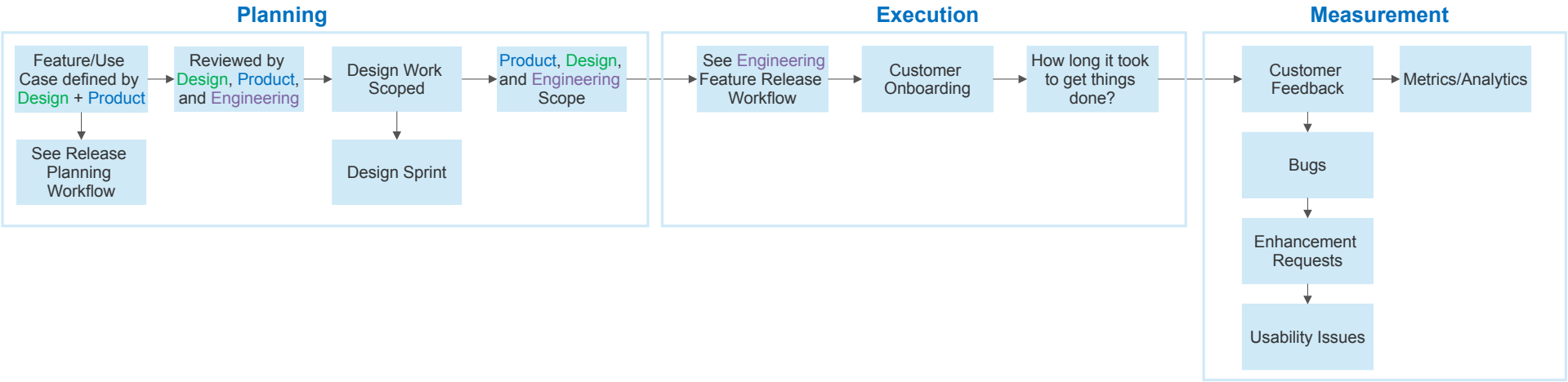
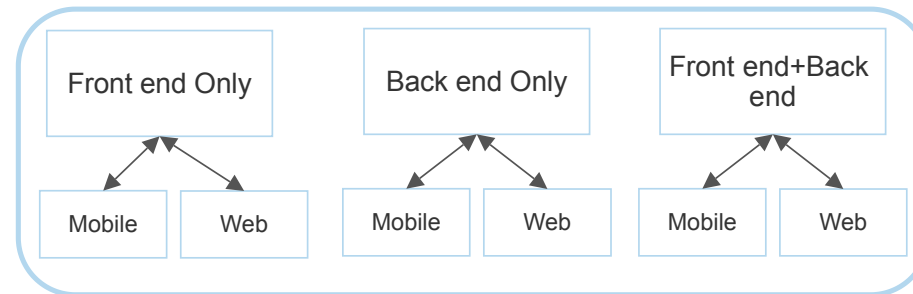


Product, Design, and Engineering Feature Delivery Workflow

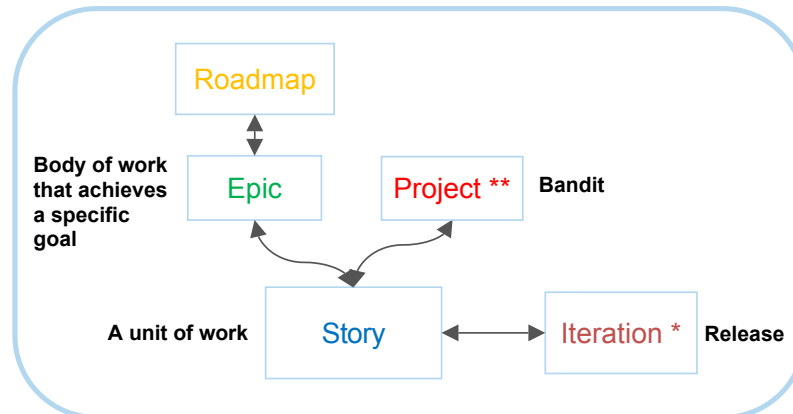


Product Releases and Clubhouse

Types of Releases



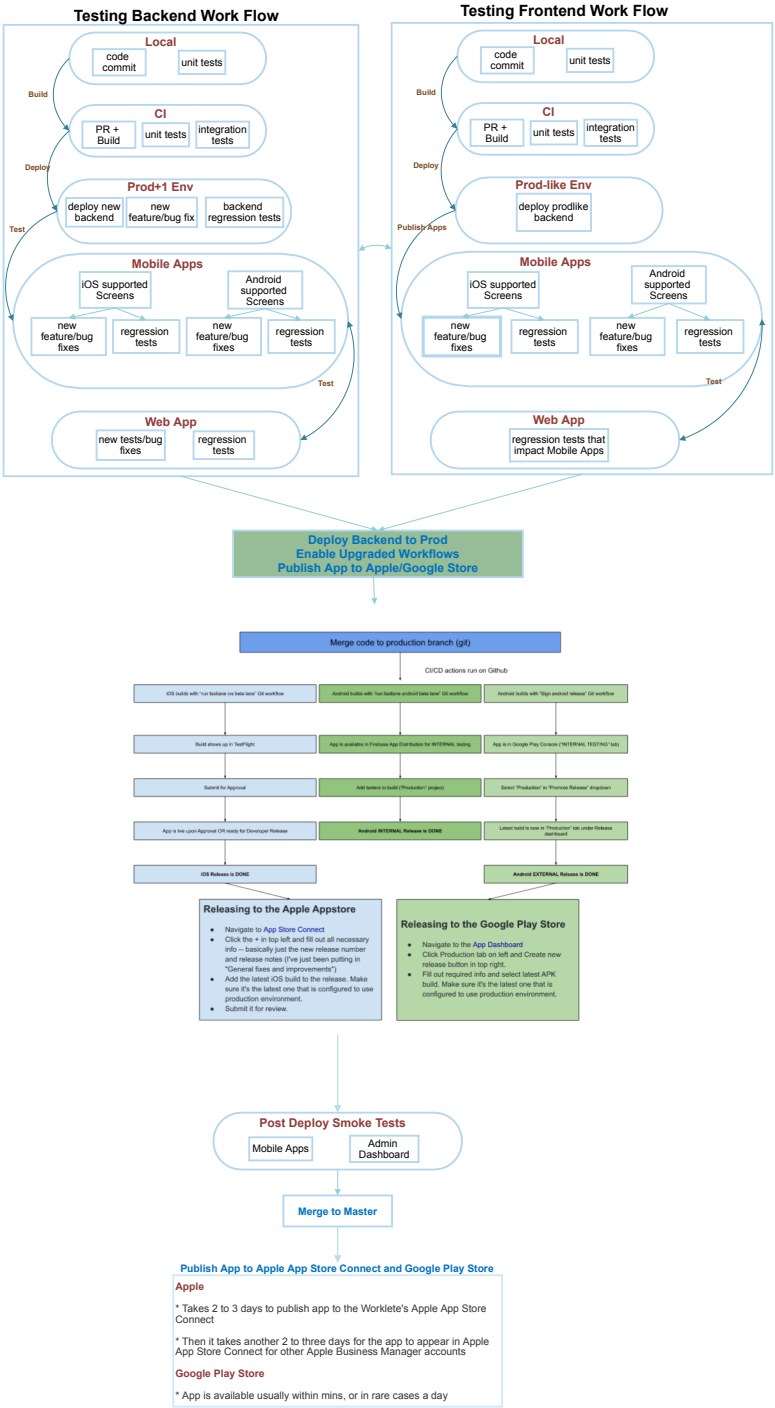
Clubhouse.IO entity associative relationship



* An **Iteration** is a timebox. An **Iteration** can be a customer facing product release, or, an internal project. At Worklete, as we learn from and improve process, an **Iteration** is how we track a given customer facing product release. As of now, since team is very small, a timebox hasn't yet been defined.

** A **Project** is how Clubhouse.IO organizes Stories. Normally, a **Project** is associated with a **Micro Service** (e.g. "Backend", or "Frontend" etc), a **Product** (iOS App, or Android App), or an **Department** (e.g. "DevOps", "Support" etc.). At Worklete, for now, all *Bandit* work is managed in a single **Project** named "**Bandit**".

Engineering Feature Release Workflow



Product Release Planning Workflow

Create an **Iteration**,
title it "**vX.X.X**", or,
"**v1.0.0**", or,
"**f-b-YYYY.MM.DD**"

An Iteration is either a release of:

1. Front end only

in this case, the title should be "**vX.X.X**", here "**vX.X.X**" is the targeted/planned semver for the mobile apps or the web app (e.g. "**v1.0.0**") since Clubhouse does not currently support release versioning, each story slated for this release should be labeled with semver (e.g. "**v1.0.0**")

2. Backend service only

in this case, the title should "**vX.X.X**", where "**vX.X.X**" is the targeted/planned semver for a given back end service (e.g. "**v1.0.0**") since Clubhouse does not currently support release versioning (perhaps a good thing that it doesn't), each story slated for this release should be labeled with semver (e.g. "**v1.0.0**")

3. Combination of both, the front end and the back end

in this case, the title should be "**f-b-YYYY.MM.DD**", where **YYYY.MM.DD** is the estimated release date. since Clubhouse does not currently support release versioning, each story slated for this release should be labeled with respective semver (e.g. "**v1.0.0**")

Or, internal project

Create an **Epic**

Apply an **Epic** label that matches the title of an **Iteration** that this **Epic** is going to be a part of. e.g. "**vX.X.X**", or, "**v1.0.0**", or, "**f-b-YYYY.MM.DD**" to this **Epic**

1. An **Epic Label** is a label type of its own.
2. An **Epic** can have multiple labels assigned
3. A label text must be exactly the same as the title of an iteration

An **Epic** is a single source of truth.
An **Epic** must contain:
1. Problem Statement
2. Link to Design Assets (link to Figma board, which is single source of truth for UI/UX)

Create a **Story** within an **Epic** for a given **Project**

Link this **Story** to an **Epic**

Link this **Story** to an **Iteration**

Apply a label that matches the title of an **Iteration** that this story is going to be a part of. e.g. "**vX.X.X**", or, "**v1.0.0**", or, "**f-b-YYYY.MM.DD**" to this **Story**

1. An **Epic Label** is a label type of its own. This is different from a story label
2. A **Story** can have multiple labels assigned
3. A label text must be exactly the same as the title of an iteration

Create another **Epic** to track bugs found during testing of the **Iteration**

Customer On-boarding

Things to consider for customer trial on-boarding timelines:

iOS App in the Apple App Store Connect

* Takes 2 to 3 days to publish app to the Worklete's Apple App Store Connect

* Furthermore it takes another 2 to three days for the app to appear in Apple App Store Connect for other Apple Business Manager accounts

* For MDM configurations, an iOS Device must have iTunes Store enabled to be able to redeem the code to install the Worklete App.

* **Note:** When on-boarding trial customers on a newer version of the app, consider sharing redeemable codes AFTER the iOS App has been published to the Worklete Apple App Store Connect. Otherwise, customers may be too quick to redeem codes and end up installing an older release.

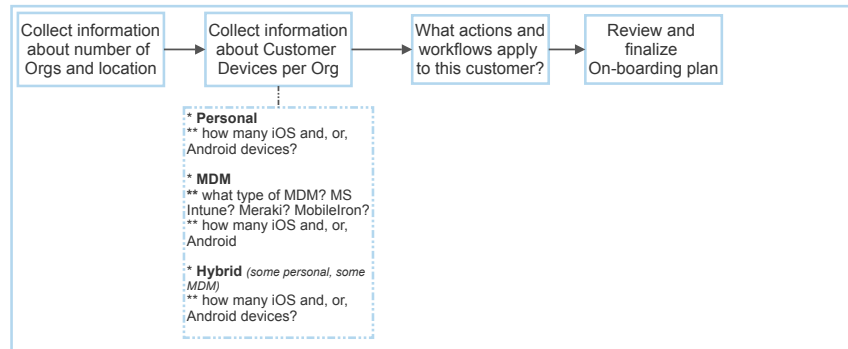
Android App in the Google Play Store

* App is available usually within mins, or in rare cases, a day

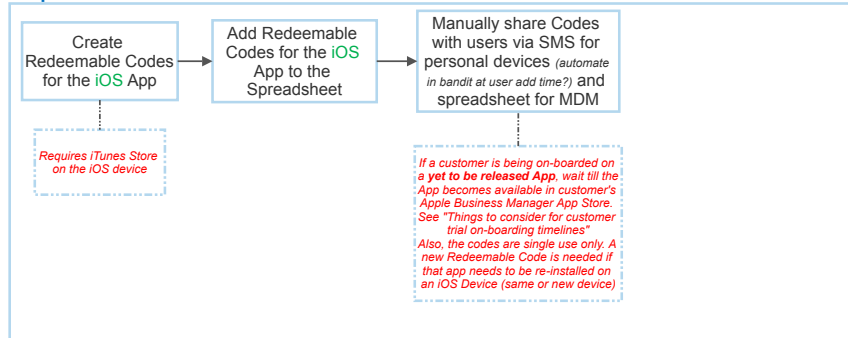
MDM

* Depending on MDM solution being used at the customer site, there may be an additional delay in deploying/installing apps on the device.

Plan



Prepare



Configure Bandit

