



FACULTY: Faculty of Information Computing Information Management (FOCIM).

COURSE: Bachelor in Science Information Security and Forensics (BISF)

IMPLIMENTATION STRATEGY

UNIT CODE: BISF 2208

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1. Introduction

This document serves as a comprehensive guide for the implementation phase of the Christian Foundation Fellowship (CFF) project. It outlines the processes, requirements, activities, training, and roles involved in deploying the CFF Management System. The implementation follows the successful testing phase discussed in the Test Plan, ensuring that the application is fully functional and meets the specified requirements.

1.1 Purpose

The purpose of this document is to provide detailed guidance to the development team and CFF management on the steps to be taken before, during, and after the actual deployment of the CFF Management System. It serves as a reference for the entire implementation process, emphasizing the requirements and standards necessary for a successful deployment.

1.2 Objectives

This document aims to achieve the following objectives:

- i. Identify a changeover strategy suitable for a web application.
- ii. Serve as a reference point during the CFF Management System implementation.
- iii. guide the entire implementation process.
- iv. Direct post-implementation activities for the application.

2. Changeover Strategy

2.1 Replacement Changeover

In transitioning from the old system to the CFF Management System, the Replacement Changeover strategy will be employed. This strategy involves replacing the existing system entirely with the new system. To facilitate a smooth transition, certain measures will be implemented during the changeover period.

2.2 Features of Replacement Changeover

i. **Phased Decommissioning**

The old system will be gradually decommissioned in phases to allow for a phased adoption of the CFF Management System. This phased approach ensures a controlled and manageable transition.

ii. **User Training and Support**

Extensive training programs will be conducted to familiarize users with the new system. Additionally, a robust support system will be in place to assist users during the transition and address any challenges they may encounter.

iii. **Data Migration**

A meticulous data migration plan will be executed to seamlessly transfer existing data from the old system to the CFF Management System. This process will ensure the integrity and continuity of historical data.

2.3 Justification

Advantages of Replacement Changeover

i. **Complete System Upgrade**

By fully replacing the old system, the CFF Management System can leverage modern technologies and features, providing enhanced functionality.

ii. **Minimal Operational Complexity**

Unlike parallel changeover, the replacement strategy reduces operational complexity by eliminating the need for concurrent operation of two systems.

iii. **Immediate Benefits:**

Users will immediately experience the benefits of the new system without the need to navigate between two systems.

Disadvantages of Replacement Changeover

i. **Potential Learning Curve**

Users may experience a learning curve during the initial phases of adopting the new system. However, comprehensive training programs will mitigate this challenge.

ii. **Temporary Disruption**

There may be a brief disruption during the transition period as the old system is phased out. This will be carefully managed to minimize any adverse effects.

2.4 Mitigation Strategies

To address the potential challenges associated with the Replacement Changeover strategy, the following mitigation strategies will be implemented:

i. **Comprehensive Training Programs:**

Extensive training sessions will be conducted well in advance to ensure users are proficient with the new system.

ii. Transition Support Team

A dedicated support team will be available to assist users during the transition period, addressing queries and providing real-time assistance.

iii. Incremental Rollout:

The phased decommissioning of the old system will be incremental, allowing users to adapt gradually and minimizing any disruptions.

3. Tasks Involved in Implementation

3.1 System Setup

The initial step involves setting up the necessary infrastructure, controls, and components for a successful web application deployment. Tasks include:

- a) Preparing the application for release.
- b) Updating application resources for release.
- c) Preparation of an End User License Agreement (EULA) document.
- d) Activation of remote servers and facilities.

3.2 Deployment

The deployment process focuses on releasing the application to users through various channels, ensuring widespread access:

- 1. Google web browser

3.3 Training

Training activities aim to familiarize users with the CFF Management System. Training aids include:

- I. User tutorials and guides on first login.
- II. Accessible user manual within the application.

3.4 Review

The review process ensures the application functions correctly and adheres to established configurations. It includes a software maintenance plan, allowing continuous tracking and improvement of the application.

3.5 Software Maintenance Plan

Activities in Software Maintenance

1. Correcting coding and design errors.
2. Updating documentation/test data.
3. Upgrading user support.
4. Enhancements to add functionality.

Reasons for Software Maintenance

- i. Adapting to changing user needs and operational environments.
- ii. Modifying code for enhancements.
- iii. Ensuring bug-free code.
- iv. Achieving a reliable system with faster response times.

This implementation plan aims to ensure a seamless deployment of the CFF Management System, fostering efficiency and effectiveness in managing church operations.

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