Version Description Document

Memorial Enterprise Letters (MEL)

MEL 7.4



October 2019

Document Version 3.6

Department of Veterans Affairs

Document Revision History

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date | Document Version | Description | VDD Author / Team Role | Author |
| 9/25/2019 | 3.6 | Updated for 7.4 | Hillary Moreland/Release Manager | Booz Allen Hamilton |
| 8/22/2019 | 3.5 | Updated for 7.3 | Hillary Moreland/Release Manager | Booz Allen Hamilton |
| 05/27/2019 | 3.4 | Updated release date for 7.2 Release | Hillary Moreland/Release Manager | Booz Allen Hamilton |
| 05/09/2019 | 3.3 | Updated for 7.2 Release | Hillary Moreland/Release Manager | Booz Allen Hamilton |
| 04/19/2019 | 3.2 | DRAFT – Updated build information and stream baselines for 7.2 release. | Hillary Moreland / Release Manager | Booz Allen Hamilton |
| 03/20/2019 | 3.1 | Draft update for 7.2 release | Maura Shaughnessy / Release Manager | Booz Allen Hamilton |
| 01/03/2019 | 3.0 | Updated for 7.1 release. | Maura Shaughnessy / Release Manager | Booz Allen Hamilton |
| 09/27/2018 | 2.1 | Updated to VIP template. Updated to remediate comment card feedback. | Maura Shaughnessy / Release Manager | Booz Allen Hamilton |
| 09/14/2018 | 2.0 | Updated contacts. Updated with Build 7.0 info | Maura Shaughnessy / Release Manager | Booz Allen Hamilton |
| 06/22/2018 | 1.0 | Initial release. Updated with Build 6.1 info | Maura Shaughnessy / Release Manager | Booz Allen Hamilton |

Product Version History

| Date | Release/Revision | Description | Project Name | VA Department |
| --- | --- | --- | --- | --- |
| 10/29/2019 | 7.4.0-197 | Defect resolution: | Memorial Enterprise Letters (MEL) | National Cemetery Administration |
| 8/27/2019 | 7.3.0-178 | Defect resolution:  Dashboards: The Print Vendor Dashboard title should be "National" not "All Sites"  User Profiles: Changed UserId to User ID on the Reset & Unlock screen where it says Search by User ID  Site Management - The Site Supervisor and Team Leader fields are required fields and should have the red \* by their names on the Edit Site and Add Site screens.  508 - Information, Structure, and Relationships Conveyed through Presentation Cannot Be Understood  Screen Reader repeats Password Requirements and message displayed is duplicated  508 - The name, role, state or value of user interface elements in the product cannot be understood  PWS 4.2.3 Transfer Completed Resolution Letters | Memorial Enterprise Letters (MEL) | National Cemetery Administration |
| 5/31/2019 | 7.2.0-160 | Updated the Release date. The release on 5/17 was rolled back due to missing database changes. The database changes have now been included in the updated RFCO and DIBRG. | Memorial Enterprise Letters (MEL) | National Cemetery Administration |
| 5/17/2019 | 7.2.0-160 | Added the ability to select a site as the default denial site and to use the default denial site’s letterhead for all denial letters  Added the ability to view production reference data in lower application environments for the purpose of testing letter changes  Updated the letter font and font size from Arial 10 point to Arial 11 point  Updated paragraphs to be flush against the left margin, with the ability to configure paragraphs to be indented 5 spaces  Included 508 correction | Memorial Enterprise Letters (MEL) | National Cemetery Administration |
| 4/19/2019 | 7.2.0-156 | Provided:  Ability to have all letters printed with Arial 11 font and font size.  Ability to have paragraph text start flush against the left margin.  Ability to have the letterhead default to 1 site for all denial letters, | Memorial Enterprise Letters (MEL) | National Cemetery Administration |
| 3/20/2019 | 7.2.0-TBD | TBD | Memorial Enterprise Letters (MEL) | National Cemetery Administration |
| 1/3/2019 | 7.1.0-128 | Enabled foreign keys in the Production database, removed user-defined fields, provided administrator with ability to edit standard remarks, and automated the workflow of changing Site Supervisors | Memorial Enterprise Letters (MEL) | National Cemetery Administration |
| 10/16/2018 | 1.6.0-86 | Implemented password reset tool for Administrators, converted JMesa tables to DataTables, and updated to the latest version of JQuery | Memorial Enterprise Letters (MEL) | National Cemetery Administration |
| 07/10/2018 | 1.5.0.32 | Initial Prod deployment with Booz Allen Hamilton | Memorial Enterprise Letters (MEL) | National Cemetery Administration |

VA requires the Version Description Document (VDD) to identify, maintain, enhance, and recreate the product (IT asset) throughout its lifecycle. The VDD reinforces strong risk management practices and helps protect VA from loss of the product (IT asset), which is especially important with a regular rotation of personnel and contractors.

The VDD is a mandated document that will be verified prior to Release.

The VDD is the authoritative inventory and roadmap of all Configuration Items that make up the deployable product/system. Configuration Items include source code files, builds/packaging, tools, baselines, locations, and associated product files. The VDD is itself a Configuration Item maintained under change control in the TRM-approved configuration management system, which is part of the VA Federated Configuration Management Data Base (CMDB).

Project Managers and Configuration Managers use the VDD template as a tool for managing Configuration Items and baselines associated with the deployable product. It is the responsibility of the Project Manager to ensure the processes are followed within the product build process (ProPath, Product Build: BLD-1 Develop Product Component). The expectation is for the VDD to be controlled as a source file with one VDD per Product. There may be multiple versions being managed within the SCM repository, all following the baseline process. The IT Configuration Managers (or IT Architect/Development Leads) ensure that creation and modification of the Product’s VDD is integrated with any parallel activities being performed on the said product. The Configuration Manager creates/updates the VDD each time the deliverable (file set) leaves the development environment, such as for testing or deployment. The VDD is the representation and result of the Software Configuration Management Procedures being followed. The Product’s Procedures, along with work instructions, are to be created and maintained by the IT Configuration Managers (or IT Architect/Development Leads). For product procedure information, refer to the Software Configuration Management Procedures Template (ProPath, Project Planning: PRP 3.7). The Project Manager is responsible for ensuring the Configuration Manager maintains versions of the VDD and deliverables (files) in the TRM-approved configuration management system.

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# General Configuration Management (CM) Information

| Deliverable (Product) Name | Configuration Manager | VDD Package Name | Project / Delivery Team |
| --- | --- | --- | --- |
| Memorial Enterprise Letters (MEL) Application | Hillary Moreland  Maggie Figueroa | mel-build-7.4.0-197.zip | Booz Allen Hamilton |

# Configuration Management (CM) Tools

| CM Tools | CM Tool Location | Tool  Onsite/  Offsite | CM Tool Access  Point of Contact | Access Information (Forms or other access requirements) |
| --- | --- | --- | --- | --- |
| Jira | Max.gov | Offsite | Max.gov team | <https://vajira.max.gov/secure/RapidBoard.jspa?rapidView=68&projectKey=MEL&view=planning.nodetail&issueLimit=100> |
| GitHub | Github.com | Offsite | GitHub team | https://github.com/department-of-veterans-affairs/mel-code |
| Jenkins | VAEC AWS GovCloud | Offsite | Hillary Moreland  Maggie Figueroa | <http://10.247.136.11:8080/login?from=%2F> |

# Configuration Management of Documents

## GitHub Documents

The GitHub location for the documents and GitHub explanation for the information:

| GitHub Information | Explanation |
| --- | --- |
| GitHub Repository URL | https://github.com/department-of-veterans-affairs/mel-product |
| Baseline ID | TBD |
| Components | TBD |
| Directory Path | https://github.com/department-of-veterans-affairs/mel-product >[choose folder]/mel 7.4 |
| Documents Included in the Baseline | mel\_7\_4\_dibrg.docx  mel\_7\_4\_admnstr\_ug.docx  mel\_7\_4\_prnt\_vndr\_ug.docx  mel\_7\_4\_ug.docx  mel\_7\_4\_vdd.docx  mel\_7\_4\_rn.docx  mel\_7\_4\_pom\_raci.docx |

# Configuration Management Development Files (Ex. Source, JSP, Configuration, and Build Files)

## GitHub Repository

The GitHub location for the development files (source) and GitHub explanation for the information.

| GitHub Information | Explanation |
| --- | --- |
| GitHub URL | https://github.com/department-of-veterans-affairs/mel-code |

### Baseline and Component

Where a set of artifacts are identified as baselined, grouped and managed.

| Name | Description |
| --- | --- |
| MEL-Code (7.4.0-197) | This component contains all code and scripts needed for the MEL Application |
| MEL-Data (None) | This component contains all database creation scripts and an export of the MEL database. |

### Build Information

General build information that results from the build process.

| Name | Description |
| --- | --- |
| Build Output | s3://mel-build-artifacts/release/mel-build-7.4.0-197.zip |
| Build Output Directory | s3://mel-build-artifacts/release/ |
| Target Deployment Location | /opt/mel/weblogic/user\_projects/Mel/wlsdeploy/applications/  MEL Production Environment  <https://mel.vaec.va.gov/mel/webapp/login> |

### GitHub Build Definition

The name of the build definition, which controls what is built and how it is built.

| **Name** | **Description** |
| --- | --- |
| v7.4.0-197 | Checks out the code from GitHub, builds it, and prepares it for deployment. |

### Build Label or Number

The identifier for the derived object or package that was produced for deployment and/or install.

| **Name** | **Description** |
| --- | --- |
| MEL Main Development | 7.4.0-197 |

# Build and Packaging

## Build Logs

<http://10.247.136.11:8080/login?from=%2F>

## Build System/Process Information

mel-build-7.4.0-197.zip is built via Jenkins continuous integration tool.

# Change Tracking

| Change Tracking Tool | Change Tracking Tool Location | Tool  Onsite/  Offsite | Change Tracking Tool Access / POC | Plan Name | Access Information (Forms or other access requirements) |
| --- | --- | --- | --- | --- | --- |
| Jira | Max.gov | Offsite | Max.gov team | N/A | <https://vajira.max.gov/secure/RapidBoard.jspa?rapidView=68&projectKey=MEL&view=planning.nodetail&issueLimit=100> |

## Jira Project

| Location | Terms |
| --- | --- |
| Jira URL | <https://vajira.max.gov/secure/RapidBoard.jspa?rapidView=68&projectKey=MEL&view=planning.nodetail&issueLimit=100> |

**Changes Since Last VDD**



# Release (Deployment) Information

| Release Identification | Release Package POC Name | Release Package POC Email |
| --- | --- | --- |
| 7.4.0-197 | Hillary Moreland  Maggie Figueroa | Hillary.Moreland[@va.gov](mailto:Hillary.Moreland@va.gov)  [Margaret.Figueroa@va.gov](mailto:Margaret.Figueroa@va.gov) |

# Release Package Information

| Release Package (Component) Identified | Release Package Description | Release Package Delivery Method | Release Package Location Identified |
| --- | --- | --- | --- |
| Mel-build-7.4.0-197.zip | Web Application File | AWS CP | s3://mel-build-artifacts/release/ |