



**Proposal to the  
Office of Systems Integration  
(OSI)**

**Request for Information (RFI)  
#75001**

**For  
Agile Development Pre-Qualified  
(ADPQ) Vendor Pool**

**Definition of Done**

**June 8, 2016**



*Strategy! Innovation! Transformation!*

## Revision History

Version	Date	Description of Updates	Author
1	06/08/2016	Created the Initial Version	xFusion

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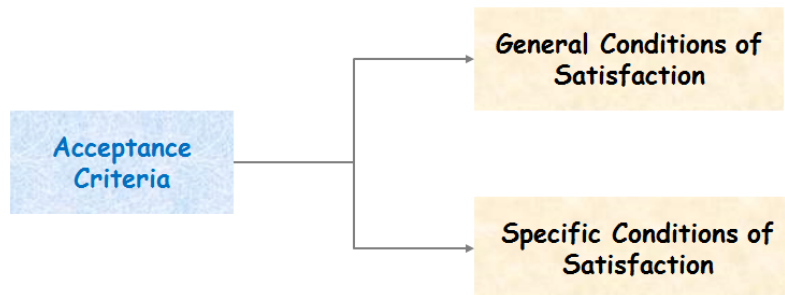
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# 1 Introduction

As a part of the SDLC process, xFusion conducts an extensive validation process to ensure a proper delivery and release of the application. The “Definition of Done” includes the two types of Acceptance Criteria as shown in the following diagram.

## The conditions to be satisfied for a user story to be “DONE”



The General Conditions of Satisfaction are the set of conditions that all User Stories must satisfy and are business agnostic. The Specific Conditions of Satisfaction are the functional test criteria that are specific to each User Story.

This document describes the General Conditions of Satisfaction. The Specific Condition of Satisfaction are described for each User Story in the following document.

- [ADPQ-SafeKids-User Stories](#)

## 2 Definition of Done

Summarized below are the checklists for various categories for the “Definition of Done” process.

### 2.1 Release

Process Step/Action Item	Done
Conduct testing with end user	✓
Address end user testing results	✓
Go/No Go decision	✓
Pre-release meeting is conducted	✓
Deployment information has been documented	✓
Operational awareness has been conducted	✓
Successful deployment to production environment	✓
Update scrum board for user story tasks	✓
Execute code security tasks as assigned	✓
Conduct review of build and deployment instructions	✓
Authentication of external interfaces required for deployment	✓
Upload Project Documents to Git repository	✓
Upload Source Code to the Git repository	✓
Complete Readme file in Git repository	✓

### 2.2 FEATURE 1.1 Parent Registration and Sign-In

Process Step/Action Item	Done
Documentation has been updated and posted in the project repository	✓
Code has been written and committed to the appropriate repository branch with the proper comments for design and associated to a user story	✓
Automated unit tests have been written and incorporated into the build	✓
Manual/ad hoc unit tests have been performed	✓
Update status as required by Scrum Master for user story tasks	✓
Build requests have been executed in accordance with instructions	✓
Ensure build scripts are modified to accommodate changes in file structure. These scripts clean up the build environment extract from the repository, compile, package and create archives	✓
Deploy builds as requested by scrum team	✓
Smoke tests have been successfully executed	✓
Application is available from mobile phones, tablets and personal computers including all the devices, operating systems and browsers it needs to support	✓

## 2.3 FEATURE 1.2 Parent Profile Management

Process Step/Action Item	Done
Documentation has been updated and posted in the project repository	✓
Code has been written and committed to the appropriate repository branch with the proper comments for design and associated to a user story	✓
Automated unit tests have been written and incorporated into the build	✓
Manual/ad hoc unit tests have been performed	✓
Update status as required by Scrum Master for user story tasks	✓
Build requests have been executed in accordance with instructions	✓
Ensure build scripts are modified to accommodate changes in file structure. These scripts clean up the build environment extract from the repository, compile, package and create archives	✓
Deploy builds as requested by team	✓
Smoke tests have been successfully executed	✓
Application is available from mobile phones, tablets and personal computers including all the devices, operating systems and browsers it needs to support	✓

## 2.4 FEATURE 1.3 Manage Children Profile

Process Step/Action Item	Done
Documentation has been updated and posted in the project repository	✓
Code has been written and committed to the appropriate repository branch with the proper comments for design and associated to a user story	✓
Automated unit tests have been written and incorporated into the build	✓
Manual/ad hoc unit tests have been performed	✓
Update status as required by Scrum Master for user story tasks	✓
Build requests have been executed in accordance with instructions	✓
Ensure build scripts are modified to accommodate changes in file structure. These scripts clean up the build environment extract from the repository, compile, package and create archives	✓
Deploy builds as requested by team	✓
Application is available from mobile phones, tablets and personal computers including all the devices, operating systems and browsers it needs to support	✓
Smoke tests have been successfully executed	✓



## 2.5 FEATURE 1.4 Look Up Children's Residential Facilities

Process Step/Action Item	Done
Documentation has been updated and posted in the project repository	✓
Code has been written and committed to the appropriate repository branch with the proper comments for design and associated to a user story	✓
Automated unit tests have been written and incorporated into the build	✓
Manual/ad hoc unit tests have been performed	✓
Update status as required by Scrum Master for user story tasks	✓
Build requests have been executed in accordance with instructions	✓
Ensure build scripts are modified to accommodate changes in file structure. These scripts clean up the build environment extract from the repository, compile, package and create archives	✓
Deploy builds as requested by scrum team	✓
Application is available from mobile phones, tablets and personal computers	✓
Smoke tests have been successfully executed	✓

## 2.6 FEATURE 1.5 Manage Inbox

Process Step/Action Item	Done
Documentation has been updated and posted in the project repository	✓
Code has been written and committed to the appropriate repository branch with the proper comments for design and associated to a user story	✓
Automated unit tests have been written and incorporated into the build	✓
Manual/ad hoc unit tests have been performed	✓
Update status as required by Scrum Master for user story tasks	✓
Build requests have been executed in accordance with instructions	✓
Ensure build scripts are modified to accommodate changes in file structure. These scripts clean up the build environment extract from the repository, compile, package and create archives	✓
Deploy builds as requested by team	✓
Application is available from mobile phones, tablets and personal computers	✓
Smoke tests have been successfully executed	✓