**Human Interface Department**

**Tasking 0001**

Corporate Web Project Tasking Order

Version: 1.0

18 March 2015

**Operation Barebones**

Situation Overview

1. **Symbolic IO:** Symbolic IO is a data storage startup that is emerging from stealth mode. To present date, the company has had little to no web exposure and will be required to rapidly design, develop and deploy a corporate web suite capable of competing in the open marketplace.
2. **Competitors:** Major competitors to Symbolic IO currently offer full service web utilities that allow customers to discover product offerings, obtain services and support, download documents and white papers, and generally obtain information relating to all aspects of their corporate functions. These web services also act as single sign on entrance points for corporate employees, and undoubtedly allow access to CMS management functions for authorized accounts.
3. **Customers:** Major consumers of data storage products have grown to expect high levels of service through storage provider web services. This is most easily recognized in the current layouts and functional availability in competitor web products. Simple informational web products do not meet the service requirements common in most technical environments, and as a result data administrators frequently turn to advanced web based applications in order to diagnose hardware problems, upgrade storage services, or obtain detailed operators manuals for pertinent issues.
4. **Virtual Terrain:**
   1. The Internet is a rapidly evolving environment. As a result of constantly evolving protocols and capabilities, many end users have grown to expect higher and higher levels of service through a very complex medium of information ingestion and delivery. Operating under the assumption that constant change is the rule, it is then of imperative importance that the HI Department seeks to maintain the highest levels of modularity and individual systems independence through all phases of development and deployment. This is of critical importance because high levels of modularity allow for entire components of a system to be replaced at any time by newer and more capable systems as the situation on the ground changes.
   2. Symbolic IO has more than adequate virtual hosting and data storage space. Corporate requirements state that all web services are to be hosted in-house, which necessitates an architectural plan to achieve horizontal scalability.

Mission

The Symbolic IO Human Interface Department designs, develops and deploys a Symbolic IO corporate web infrastructure no later than July 31, 2015 in order to achieve web service parity with major competing organizations.

Execution

1. **Intent:**
   1. **Expanded Purpose:** Facilitate effective market share capture and retention of storage consumers through powerful web presence and utilities.
   2. **Key Tasks:**
      1. Secure virtual machines for development and production deployment
      2. Develop a working fundamental system architecture to support corporate needs and future web requirements
      3. Develop a Content Management System to alleviate content generation burdens from the programming teams
   3. **End State:**
      1. Symbolic IO web farm virtual machines deployed, CMS, database, and proxy systems functional.
2. **Concept:** 
   1. **Overall:** We will accomplish this by conducting an extensive planning process followed by an intensive development & testing cycle culminating in a GA release version of a corporate web infrastructure. Decisive to this operation is the successful deployment of corporate web infrastructure services. This is decisive because it will allow the Symbolic IO sales force to effectively market to, support and continuously integrate with client corporations. Critical to this task is modularity and scalability of all product applications.
   2. **Decisive Operation:** HI Team 002 (HIT002) will perform as the decisive documentation, development and unit testing entity in this operation.
   3. **Shaping Operations:**
      1. HI Team 001 (HIT001) will provide design and development guidance and oversight, as well as secure all corporate resources required to effectively enable HIT002 to complete its objectives.
   4. **Maneuver:** This operation will be conducted in 5 phases
      1. **Phase I: Planning**
         * This phase begins now and ends when all documents required in Annex A are completed and HIT002 is ready to proceed into phase II.
      2. **Phase II: Development**
         * This phase begins when Annex A is finished and ends no later than one month prior to Release/GA. The exact timeline for Phase II will be generated during Phase I.
      3. **Phase III: Code Freeze and Bug Fix**
         * This phase begins no later than one month prior to Release/GA and ends no later than one week prior to Release/GA.
      4. **Phase IV: Usability Assessment**
         * This phase begins exactly one week prior to Release/GA and ends at launch. Any features deemed cumbersome or ineffective will be modified or trimmed prior to final release.
      5. **Phase V: Release / GA**
         * This is the culmination phase and results in the successful end of Operation Barebones.
3. **Tasks to Subordinate Units:**
   1. **HIT002**
      1. **Mission:**
         * HIT002 develops, tests, documents and deploys a web infrastructure application set no later than July 31, 2015 in order to establish a reliable base architecture for future web services.
      2. **Tasks:**
         * Generate an overarching Design and Style Document complete with mockups/prototypes. For reference see Annex B. This initial design document does not have to represent all of the route *filler* outlined for Operation Agile (Annex D – Minimum Route Sets) for Phase I to be complete, but must represent the general layout and theme that will be necessary to begin follow on Operation Agile.
         * Create a general module outline detailing what server side modules are necessary to satisfy the project requirements outlined in Annex C. This module outline will be modified as Phase II evolves.
         * Generate a library listing summarizing all libraries selected to enable successful and expedient completion of Operation Barebones. This library listing will be an initial assessment at the end of phase I and will be updated throughout the duration of phase II.
         * Select a unit-testing framework to support all development in phase II and beyond.
         * Develop unit test cases for all module methods. Develop unit tests in such a manner that they can be executed automatically as team members check in code.
         * Develop an individual work assignment chart for each module outlined in task ii above.
         * Develop a module development order and timeline that fits within the overall time allocation outlined for phase II.
         * Inline document all modules in accordance with automated documentation generation procedures.
         * Develop a plan to automatically build and deploy code to both a “development” environment and to a “production” environment.
         * Develop controls to ensure that only vetted and approved code deploys to the production environment.
         * Develop the Symbolic IO Corporate Web Infrastructure in accordance with the requirements and timeline contained within this tasking order.
   2. **HIT001**
      1. **Mission:**
         * HIT001 secures virtual assets and facilitates planning and infrastructure setup no later than April 3, 2015 in order to enable phase II of Operation Barebones.
      2. **Tasks:**
         * Develop a server architecture scheme in conjunction with HIT002’s application planning.
         * Advise and oversee the implementation of an automated document generator such as JSDuck within the HIT002 project environment.
         * Coordinate virtual machine allocations with higher management.
         * Conduct regular code reviews of HIT002’s work during module development.
4. **Coordinating Instructions**
   1. This plan is effective immediately.
   2. **Critical Information Requirements:**
      1. New resources required that are beyond the scope of the programming team.
      2. Application development freeze due to unsolvable problem
      3. Application delays due to unforeseen difficulties
      4. General systems problems that are interfering with development (networking, GIT server, etc.)
      5. Loss of code or progress due to system failure
      6. Inability to commit code at the end of a workday
   3. Timeline
      1. **See Annex E**

Sustainment

1. **Support Concept**
2. **Individual Computer Issues:** Kevin Beck
3. **GIT Server Issues:** Suihong Liang
4. **Privilege Issues:** Brian Ignomirello
5. **Pay Issues:** Jonah Ninger / Brian Ignomirello
6. **E-mail Issues:** Brian Ignomirello
7. **Corporate Phone Issues:** Michael Conaway
8. **Insurance / Healthcare Issues:** ADP Totalsource

Command & Signal

1. **Command**
2. **CEO:** Brian Ignomirello
3. **COO:** Jonah Ninger
4. **Department Head:** Michael Conaway
5. **Department Teams:**
   1. **HIT001**
      * + **Team Lead:** Michael Conaway
   2. **HIT002**
      * + **Team Lead:** Yiran Mao
        + **Intermediate Developer:** Jesse Rafalko
6. **Signal**
   1. Michael Conaway:
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   2. Yiran Mao:
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**ANNEXES**

1. **Phase I Documents**
2. **Design Document Example**
3. **Operation Barebones Project Requirements**
4. **Minimum Route Sets for Operation Agile**
5. **Timeline**