

## **CQ Changes for test window implementation**

### **Release Cycle ticket:**

This is a new ticket type which defines the release cycles. A release cycle is a definition of the period that begins with the delivery of an iteration to test through the deployment of this iteration to production. The release cycle is not specific to an application, but defines a timeframe for application specific iterations to be aligned to. Standard release cycles will be defined for the entire year to cover maintenance and new development, and special release cycles will be defined as needed for special emergency activities.

This ticket will contain the following fields:

- **Name:** For standard release cycles this will follow the convention of just using the month target for the test delivery in the format YYYYMM followed by the keyword 'All' (e.g. 200505 All). Special release cycles will also start with the month and be followed by some brief explanation of the activity they are supporting (e.g. 200503 IAR patch).
- **Code Delivery:** The due date for when development has completed coding and unit testing activities and delivered the code for application specific iterations that are part of this cycle.
- **Production Release:** The date for the production release of production iterations that are part this cycle (assuming the happy path of no unresolved defects).

Note that we are not including detailed dates in here for acceptance test and other intermediate activities. The concept is that a fixed allocation of time will be defined for all activities between the code delivery date and the production release date and this does not need to be repeated in CQ for every Release Cycle ticket.

### **Release ticket:**

This ticket will continue to be used to represent an application specific release (e.g. GM 2.0.3). There are a couple of field changes that need to be made to align this with the new process:

- The Target Release Date can be removed from this ticket. Target releases can now be determined based on the task and release cycle information. The Current/Actual Release Date will be kept as this is automatically updated by CQ when the release is deployed to production as a historical record.
- A new checkbox field will be added for 'Acceptance Test Needed?'. This will allow us to distinguish at the release level whether that release needs to go through AT or not.

### **Task ticket:**

This ticket will continue to be used to represent test iterations for a specific application release. There are a few field changes that need to be made to align this with the new process:

- A new field will be added for the Release Cycle. This will replace the current Target Test Deployment date. Instead of specifying a target test date when

assigning the ticket to development, task order managers will specify what release cycle the iteration is part of.

- The current Iteration field will be kept but its usage will be clarified to be strictly a planned functional iteration based on requirements. Previously this field was used for both functional iterations and bug fix corrections. Bug fix corrections will now be tracked separately in the new Test Cycle field.
- A new field will be added for Test Cycle. This field will track the number of test deliveries that are made for a given functional iteration. Typically more than one test cycle will be used only when bug fix corrections are required prior to the next functional iteration.
- A checkbox field for Production Iteration? will be added. This field will be checked when the iteration represented by this task is targeted to go to production. This will help PCOB and others know which iterations are targeted for production and which are merely early iterations of major tasks that will not go production for some time. Also production iterations are the only ones that go to acceptance test (assuming the release itself is marked as requiring acceptance test).
- New validations will be added to the task ticket for CCB submission. The Release Cycle and Target Release fields will be required in order to submit a ticket to the CCB. The Release Cycle and the 'Acceptance Test Needed?' checkbox for the specified Target Release will be added to the CCB report. The CCB is the primary opportunity that development and test groups have to accept or reject a change fitting into their schedules and resource allocations. Making the fields required for submission will ensure that they are in the CCB report which is distributed before the meeting, allowing ample time for development and test groups to review the proposed changes prior to the meeting. The CCB can also then assist in determining whether acceptance testing is needed for a specific change.