Software Change, Configuration and Release Management - 3 Days

Course 342 Overview

You Will Learn How To

- Proactively manage the components of projects
- Construct a Configuration Management (CM) plan for traditional and Agile projects
- Choose hardware and software items to control through Configuration Identification
- Manage requests by specifying Configuration Control procedures

Who Should Attend

Configuration and release management professionals new to their position, software developers, hardware engineers, testers, project managers and anyone needing a solid foundation in monitoring and controlling a product during the development life cycle.

Workshop Activities Include:

- Matching project needs to CM process capability
- Coordinating check-in/check-out of CIs from/to the library
- Designing a change control process
- Identifying key reports needed for effective CM communications
- Preparing a CM plan for a project
- Baselining a product throughout the project
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Course 342 Outline

Configuration and Release Management
Analyzing business factors driving CM
• Determining causes of failure in project scenarios
• Positioning strong internal CM controls
• Controlling quality in the development life cycle
• Releasing stable configurations

Demystifying core CM processes
• Configuration Identification
• Version Management
• Configuration Control
• Change Management
• Configuration Status Accounting
• Reporting
• Configuration Audits
• Compliance
• Build and Release Management

Identifying Configuration Items (CIs)
Deriving candidate items for the project
• Extracting CIs from the product and the project
• Itemizing six steps to bring a work product under configuration management control

Categorizing and naming items
• Devising an effective naming scheme
• Classifying items based on the nature of the project
• Aligning a CI into one of four categories

Baselining CIs
• Defining baselining procedures and creating a checklist
• Declaring configuration or phase baselines
• Checking CIs into a repository

Controlling Change
Determining roles and responsibilities
• Establishing an infrastructure to manage project change
• Comparing change control from a traditional to an Agile perspective
• Specifying the role of the SCM team

Creating a change control process
• Establishing change control procedures
• Facilitating change from requirements through maintenance

Distinguishing between defects and enhancements
• Processing a change request
• Investigating defects and deciding corrective action
• Evaluating urgency
• Determining severity
• Prioritize

• Positioning Quality Gates in the development life cycle
• Timing the release appropriately

Communicating Configuration Status
Planning the reporting requirements
• Identifying reports required in each phase of CM
• Determining the communication needs of stakeholders
• Improving processing by using a configuration database

Matching reporting needs to development life cycle
• Anticipating report types by role types
• Planning what to collect in order to report
• Adding CSA requirements to vendor contracts

Auditing in Preparation for a Release
Designing Configuration Audits
• Distinguishing between QA and SCM activities
• Clarifying types of SCM audits
• Timing audits throughout the development life cycle
• FCA and PCA checklists
• Baseline and release audits

Assessing release readiness
• Ensuring the documentation matches the product
• Verifying product configuration

Building and Releasing the Product
Ensuring consistency through the build process
• Establishing independence by separating development from the build
• Managing unique code lines and versions
• Knowing why and when to branch and use variants

Specifying the product release process
• Planning a release strategy
• Resources needed for a smooth release process
• Matching process steps to release types

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