## Transition Plan (TP)

LOSE4GOOD.org Database Driven
Socially Connected Website

### Team 08

<table>
<thead>
<tr>
<th>Name</th>
<th>Primary</th>
<th>Secondary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ali Alotaibi</td>
<td>Project Manager</td>
<td>Implementation Team</td>
</tr>
<tr>
<td>Hasan Ali</td>
<td>IV &amp; V</td>
<td>Implementation Team</td>
</tr>
<tr>
<td>Arul Samuel</td>
<td>Technical Lead</td>
<td>Implementation Team</td>
</tr>
<tr>
<td>Shreyas Devaraj</td>
<td>Tester</td>
<td>Implementation Team</td>
</tr>
<tr>
<td>Omkar Yerunkar</td>
<td>Trainer</td>
<td>Implementation Team</td>
</tr>
<tr>
<td>Abdulkareem Alzharani</td>
<td>Quality Focal Point</td>
<td>Implementation Team</td>
</tr>
</tbody>
</table>

2/11/14
Version History

<table>
<thead>
<tr>
<th>Date</th>
<th>Author</th>
<th>Version</th>
<th>Changes made</th>
<th>Rationale</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/08/13</td>
<td>MJ</td>
<td>1.0</td>
<td>• Sections 1,3 added</td>
<td>• Initial version for use in DC Package</td>
</tr>
<tr>
<td>2/12/14</td>
<td>MJ</td>
<td>1.0</td>
<td>•</td>
<td>• Initial version for use in RDCP Package</td>
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</tbody>
</table>
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Table 1: Transition Schedule

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1. Transition Strategy

The transition strategy will begin once the implementation team has completed the website that includes all the core capabilities. The objectives and the process employed is given below.

1.1 Transition Objectives

The following are the objectives that the transition plan intends to achieve:

- The system will be transitioned once it has satisfied all the requirements and has been thoroughly tested by the development team.
- The client will be informed about all details required for system administration and management. Training sessions will also be performed if requested by the client.
- The development team will show a live demonstration on how to deploy a website and also on how to create and integrate production ready services. A manual will also be provided for future reference.
- To address the concerns of evolutionary requirements, the implementation team shall provide all information required for extending the system to client.
- After deployment, the system will be monitored by the development team till the client has expressed his satisfaction about the same.
- The product is a new system that is critical for starting a new business. The development team will therefore support the client and all other people involved in that business till it stabilizes.
- The system will be deployed on Heroku cloud server and all external services required will be initiated at the same time. All user accounts that will be involved during the deployment will belong to the client.
- Beta testing of the system will be performed while the business stabilizes. Any defects or improvements required after analyzing user feedback will be done by the implementation team.

1.2 Transition Process Strategy

The strategy that will be followed during the transition stage is divided into the following phases:

1. **Setting up system for production:** Once the functional and system testing is completed, the system will be deployed on Heroku server and the MySQL node instance will also be started. A new PayPal account will be created and will be integrated into the system without using sandbox mode. All user accounts used for completing above tasks will be borrowed from the client. Additional user accounts will be created in our system for administration and the details will be given to client.

2. **Training sessions:** After deployment, the development team will provide training to the client, system maintainers and financial officer. The training will cover the following aspects: administering site, monitoring and controlling payments and system troubleshooting. The team will provide support to all trainees till they feel comfortable in using the site and have gained an understanding on how to use it in their business.

3. **Alpha testing and beta testing:** Alpha testing will be performed either on developer’s machine or on Heroku server in sandbox mode, depending on convenience. Components will be transitioned into production mode once their testing is completed. Finally, beta tests will be performed and the user feedback will be collected. If the user responses are positive, the system will be considered as ready for acceptance.
2. Preparing for Transition

<<Preparing for transition is a significant non trivial task critical to ultimate successful operation of the system. >>

2.1 Hardware Preparation

<<This section should include the following information:

- Indicate additional hardware that needs to be purchased if any
- Indicate any special or additional instructions for placing the hardware in a state of readiness
- Staff time required for hardware preparation
- Organizational approvals for nonstandard hardware installation >>

2.2 Software Preparation

<<This section should include the following information:

- Appropriate packaging of deliverable support software (tools; infrastructure software).
- Licenses for commercial software.
- Preparation and installation of necessary data.
- Conversion of legacy software for compatibility with the new system.
- Organizational approvals for nonstandard software installation >>

2.3 Site Preparation

<<Facilities may include:

- Computer rooms, flooring, power supply
- Computers, peripherals, and supplies
- Data communications capabilities
- Security and backup facilities >>
### 3. Stakeholder Roles, Responsibilities and Schedule

#### Table 1: Transition Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Role</th>
<th>Responsibility</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/25/2014</td>
<td>Team</td>
<td>Retrieve code from Github, integrate source code.</td>
<td>Team location undetermined</td>
</tr>
<tr>
<td>3/25/2014</td>
<td>Team</td>
<td>First evaluation of the project’s readiness for transition</td>
<td>Team location undetermined</td>
</tr>
<tr>
<td>3/28/2014</td>
<td>Builder, Tester</td>
<td>Checking the transition requirements for the product transition.</td>
<td>Team location undetermined</td>
</tr>
<tr>
<td>3/28/2014</td>
<td>Builder, Project Manager</td>
<td>Evaluating/checking final deliverable, installation files, executable files, user manual documents.</td>
<td>Team location undetermined</td>
</tr>
<tr>
<td>3/31/2014</td>
<td>Tester</td>
<td>Performing alpha tests before delivery/transition.</td>
<td>Team location undetermined</td>
</tr>
<tr>
<td>4.3.2014</td>
<td>Team, Client</td>
<td>Providing/Receiving final client feedback/review as acceptance review.</td>
<td>Team location undetermined(We b conference)</td>
</tr>
<tr>
<td>4/6/2014</td>
<td>Team, Client</td>
<td>Delivery/installation of final products, installation instructions.</td>
<td>Team, client</td>
</tr>
<tr>
<td>4/10/2014</td>
<td>Client</td>
<td>Performing beta tests and feedback Collection.</td>
<td>Client’s Location</td>
</tr>
<tr>
<td>4/13/2014</td>
<td>Builder, Tester</td>
<td>Debugging and Updating with respect to the client’s feedback.</td>
<td>Team location undetermined</td>
</tr>
<tr>
<td>4/18/2014</td>
<td>Team, Client, TAs, Professor</td>
<td>Operational Commitment Review for Initial Operational Capability. Client, TAs and the professor will evaluate the final deliverables operational capability and readiness.</td>
<td>Salvatori Building, Web Conference</td>
</tr>
<tr>
<td>5/18/2014</td>
<td>Team</td>
<td>Deliver final product and all related documents.</td>
<td>Developer’s site.</td>
</tr>
<tr>
<td>6/5/2014</td>
<td>Client</td>
<td>Client will evaluate the final deliverables and project’s complete.</td>
<td>Team and Client Location</td>
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</table>