# Technical Project Planning – CIO Team

This plan refers to only to technical project planning and development of ANACO-CIO, CTO Dept, and I Dept. The purpose is to coordinate and collaborate for effective planning and activation of technical products for the benefit of the Auxiliary. This process may be informal, or formalized, as needed for the project.

**Initial Planning** – This informal planning will be user orientated to what is needed for the end product. The participants include I Dept Customer Service Management Branch, CTO Dept Development Management, Help Desk Branch, and the customer. Planning also considers the beta testing format. The customer could be outside the department. The group will present a proposal and may be consulted as the project progresses.

**Development Planning** – The CTO Dept. reviews project for resources needed, in respect to staff, server capabilities, coding usage, and possible coordination with other development(s). A proposal is presented to the CIO Team.

**CIO Team Review** – The CIO Team consists of the CIO, Directors with Deputies of the CTO Dept and I Dept. The project is considered and prioritized project in relationship to production coordination, resources, and need. The CIO will gain approval from NEXCOM as to the need and/or additional resources required. The project then becomes active with the Development Team. At the same time Help Desk

**Development Team** –  During the whole development process, customer and initial planner are consulted, as well as the CIO Team as adjustments are needed. Alpha and integrated testing is completed in CTO Dept, and could include the customer and initial planner BC. The I Dept initial planner is part of the Development Team. Once the development is complete and tested, it is ready for the I Dept Beta Testing BC.

**System Level Testing** – Project is placed on production server and maintained on development server. This testing is managed in the I Dept with a control group by others who may be involved. This is a control group and the product is not publicized until ready for production, adjustments may be required by development. Once the beta testing is complete with development is ready, the product is moved to the production server for usage by a larger group and demonstration. Quality control is part of this portion of development.

 Verify completion of: documentation, customer is part of test, release plan,

**Preparation during development process** – Whenever possible, the product will be used by a smaller group, to provide in the field testing and adjustments. At the same time marketing strategies may be advantages as User Support initializes and maintenance staff works with the project.

**User Support** – This branch has been involved from the initialization for planning and type of user support needed. The user support is ready with producing marketing, customer feedback, and communicates when problems occur.

**Maintenance** – This branch communicates with developers for the process of maintaining the project. This may be a collaborative effort, as the project is increases usage.