

# MSB deliverables for Planning Milestone Checklist-M1

## DRAFT PROPOSAL FOR COMMENTS

This checklist is expected to be completed for the project to pass the M1 Release Planning Milestone.

### M1 Release Planning Milestone definition



#### Usage

1. Use the "Copy" and "Move" options (available under the ..., top right of this page) to duplicate this template into your project wiki.
2. Fill out the Yes/No column
3. Provide link to evidence (when necessary)

| Practice Area           | Checkpoint  | Yes /No | Evidence - Comment  | How to?  |
|-------------------------|---|---------|---|--|
| Product Management      | Are Product Backlog Epics entered in Jira?  | Yes     | <a href="#">1 issue</a>   | <a href="#">Create a Backlog item</a><br><br>Difference between a Product and Sprint Backlog |
|                         | Are Product Backlog Stories entered in Jira?  | Yes     | <a href="#">40 issues</a>   | <a href="#">Create a Backlog item</a>  |
|                         | Are Product Backlog Stories linked to Product Backlog Epics?  | Yes     | <a href="#">Product Backlog</a>                                     | <a href="#">Work in a Sprint</a>   |
|                         | Are Product Backlog Stories prioritized?  | Yes     |   | <a href="#">Prioritize a Backlog item</a>  |
|                         | Is the project team ready to estimate the top Stories (for coming Sprint) in Product backlog?   | Yes     |   | <a href="#">Estimate a Backlog item</a>  |
|                         | Is the project team ready to create a 2 weeks Sprint in Jira?   | Yes     |   | <a href="#">Create a Sprint</a>  |
|                         | Are Team Members willing to create Tasks and associate them with Stories in Jira?   | Yes     |   | <a href="#">Create a Backlog item</a>  |
|                         | Has the project team plan to contribute to <a href="#">Platform Maturity Improvement</a> ?  | Yes     | <a href="#">MSB Beijing Release Planning-M1#M1-PlatformMaturity</a> |  |
| Release Management      | Is there a <a href="#">Release Planning Template</a> available and completed in wiki?   | Yes     | <a href="#">MSB Beijing Release Planning-M1</a>                     |  |
|                         | Have all the " <b>Release Components Name</b> " been defined in <a href="#">Resources and Repositories (Deprecated)</a> for your project? (this includes all Sub-Components Names, Sub-Components Repositories Names, Maven Group ID, Sub-Components Description)   | Yes     | <a href="#">Resources and Repositories (Deprecated)</a>             |  |
|                         | Have all the " <b>Resources committed to the Release</b> " been defined in <a href="#">Resources and Repositories</a> for your project? This includes First and Last names, LFID, Email Address and Location for PTL, Project Manager, Committers and Contributors. | Yes     | <a href="#">Resources and Repositories (Deprecated)</a>             |  |
|                         | Have new developers made themselves familiar on the <a href="#">Onboarding</a> Process?   | Yes     |   | <a href="#">Onboarding</a>   |
|                         | Is the project team aware of the <a href="#">Release milestone</a> ? Any misses will required TSC exception.  | Yes     |   |  |
| Integration and Testing | Has the Integration Team defined the vendor equipment list?   | N/A     |   |  |
|                         | Has the Integration Team defined the End 2 End Release Test Case?   | N/A     |   |  |
| Development             | Is the Project Team committed to develop Unit Test?   | Yes     |   |  |
|                         | Has the Project Team put in place an Automated Unit Test infrastructure?  | Yes     |   |  |
|                         | Is the Project Team committed to create Continuous System Integration Testing (CSIT) test case?   | Yes     |   |  |
|                         | Is the Project Team committed to perform Scrum ceremonies?  | Yes     |   | <a href="#">Scrum Overview</a>   |
|                         | Are the Project Team members aware of Continuous Integration Principles (don't break the build, Fix the build,...)?   | Yes     |   | <a href="#">Continuous Integration</a>   |
|                         | Has the Project Team a clear understanding on the Code Coverage expectations?   | Yes     |   | <a href="#">Code Coverage and Static Code Analysis</a>                                       |
|                         | Does the Project Team understand the Free and Open Source Software (FOSS) process?  | Yes     |   | <a href="#">Free and Open Source Software</a>  |
|                         | Is the Project Team willing to fill out accordingly the FOSS table?   | Yes     |   | Fill out sub-pages for each project under <a href="#">Free and Open Source Software</a>      |

|   |     |  |   |
|---|-----|--|---|
| Is the Project Team willing to comply to the <a href="#">Commit Process</a> ? | Yes |  | <a href="#">Commit Messages</a>                               |
| Does the Project Team understand the purpose of <a href="#">Code Review</a> ? | Yes |  | <a href="#">Code Review</a>                                   |
| Is the Project Team aware of the <a href="#">Coding Guidelines</a> ?          | Yes |  | <a href="#">Development Practices</a> (<br>Java Coding Style) |