

# Deliverables for Planning Milestone Checklist - Doc Project

## 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="https://jira.onap.org/secure/RapidBoard.jspa?rapidView=37&amp;projectKey=DOC&amp;view=planning.nodetail&amp;epics=visible">https://jira.onap.org/secure/RapidBoard.jspa?rapidView=37&amp;projectKey=DOC&amp;view=planning.nodetail&amp;epics=visible</a> | Create a Backlog item<br><br>Difference between a Product and Sprint Backlog |
|                         | Are Product Backlog Stories entered in Jira?                                                                                                                                                                                                                        | Yes     | Additional stories need to be created                                                                                                                                                                                                                             | Create a Backlog item                                                        |
|                         | Are Product Backlog Stories linked to Product Backlog Epics?                                                                                                                                                                                                        | Yes     |                                                                                                                                                                                                                                                                   | Work in a Sprint                                                             |
|                         | Are Product Backlog Stories prioritized?                                                                                                                                                                                                                            | Yes     | Prioritization is based on Epics                                                                                                                                                                                                                                  | Prioritize a Backlog item                                                    |
|                         | Is the project team ready to estimate the top Stories (for coming Sprint) in Product backlog?                                                                                                                                                                       | No      |                                                                                                                                                                                                                                                                   | Estimate a Backlog item                                                      |
|                         | Is the project team ready to create a 2 weeks Sprint in Jira?                                                                                                                                                                                                       | Yes     | Completed                                                                                                                                                                                                                                                         | Create a Sprint                                                              |
|                         | Are Team Members willing to create Tasks and associate them with Stories in Jira?                                                                                                                                                                                   | Yes     |                                                                                                                                                                                                                                                                   | Create a Backlog item                                                        |
|                         | Has the project team plan to contribute to <a href="#">Platform Maturity Improvement</a> ?                                                                                                                                                                          | Yes     | <a href="#">Usability Initiatives for Beijing (Release 2)</a>                                                                                                                                                                                                     |                                                                              |
| Release Management      | Is there a <a href="#">Release Planning Template</a> available and completed in wiki?                                                                                                                                                                               | Yes     | <a href="#">Release Planning Template - Doc Beijing Release (R2)</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)#Documentation</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)#Documentation</a>                                                                                                                                                                                             |                                                                              |
|                         | Have new developers made themselves familiar on the <a href="#">Onboarding</a> Process?                                                                                                                                                                             | Yes     |                                                                                                                                                                                                                                                                   | Onboarding                                                                   |
|                         | 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     | Link to evidence                                                                                                                                                                                                                                                  |                                                                              |
|                         | Has the Integration Team defined the End 2 End Release Test Case?                                                                                                                                                                                                   | N/A     | Link to evidence                                                                                                                                                                                                                                                  |                                                                              |
| Development             | Is the Project Team committed to develop Unit Test?                                                                                                                                                                                                                 | N/A     |                                                                                                                                                                                                                                                                   |                                                                              |
|                         | Has the Project Team put in place an Automated Unit Test infrastructure?                                                                                                                                                                                            | N/A     |                                                                                                                                                                                                                                                                   |                                                                              |
|                         | Is the Project Team committed to create Continuous System Integration Testing (CSIT) test case?                                                                                                                                                                     | N/A     |                                                                                                                                                                                                                                                                   |                                                                              |
|                         | Is the Project Team committed to perform Scrum ceremonies?                                                                                                                                                                                                          | N/A     |                                                                                                                                                                                                                                                                   | Scrum Overview                                                               |
|                         | Are the Project Team members aware of Continuous Integration Principles (don't break the build, Fix the build,...)?                                                                                                                                                 | Yes     |                                                                                                                                                                                                                                                                   | Continuous Integration                                                       |
|                         | Has the Project Team a clear understanding on the Code Coverage expectations?                                                                                                                                                                                       | N/A     |                                                                                                                                                                                                                                                                   | Code Coverage and Static Code Analysis                                       |
|                         | Does the Project Team understand the Free and Open Source Software (FOSS) process?                                                                                                                                                                                  | N/A     |                                                                                                                                                                                                                                                                   | Free and Open Source Software                                                |

|                                                                               |     |  |                                                                                         |
|-------------------------------------------------------------------------------|-----|--|-----------------------------------------------------------------------------------------|
| Is the Project Team willing to fill out accordingly the FOSS table?           | N/A |  | 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> (Java Coding Style)                               |