



Relationships

July 9, 2013

Producers and Consumers



What the customer said



What was understood



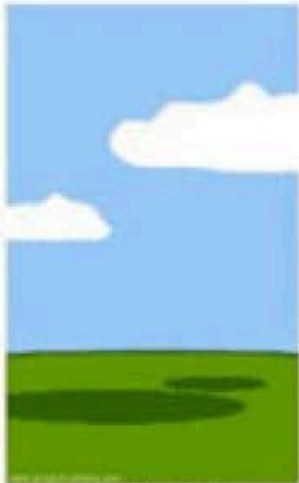
What was planned



What was developed



What was described by the business analyst



What was documented



What was deployed



The customer paid for...

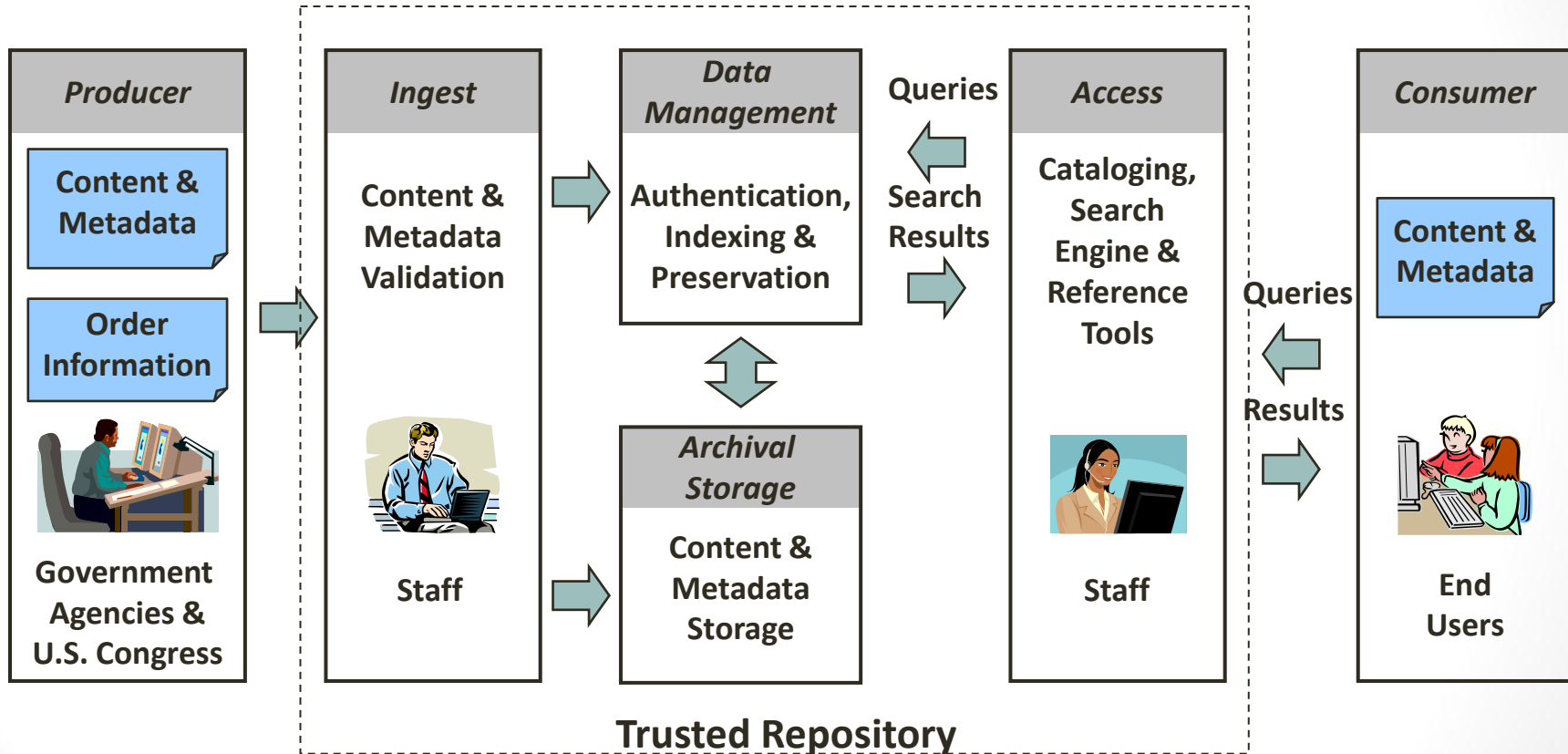


How was the support

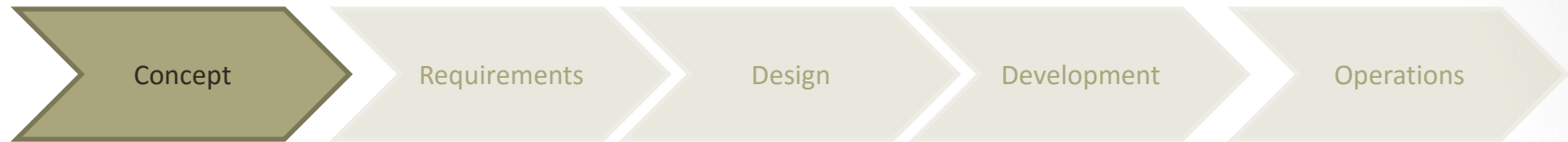


What the customer really needed

Producers and Consumers



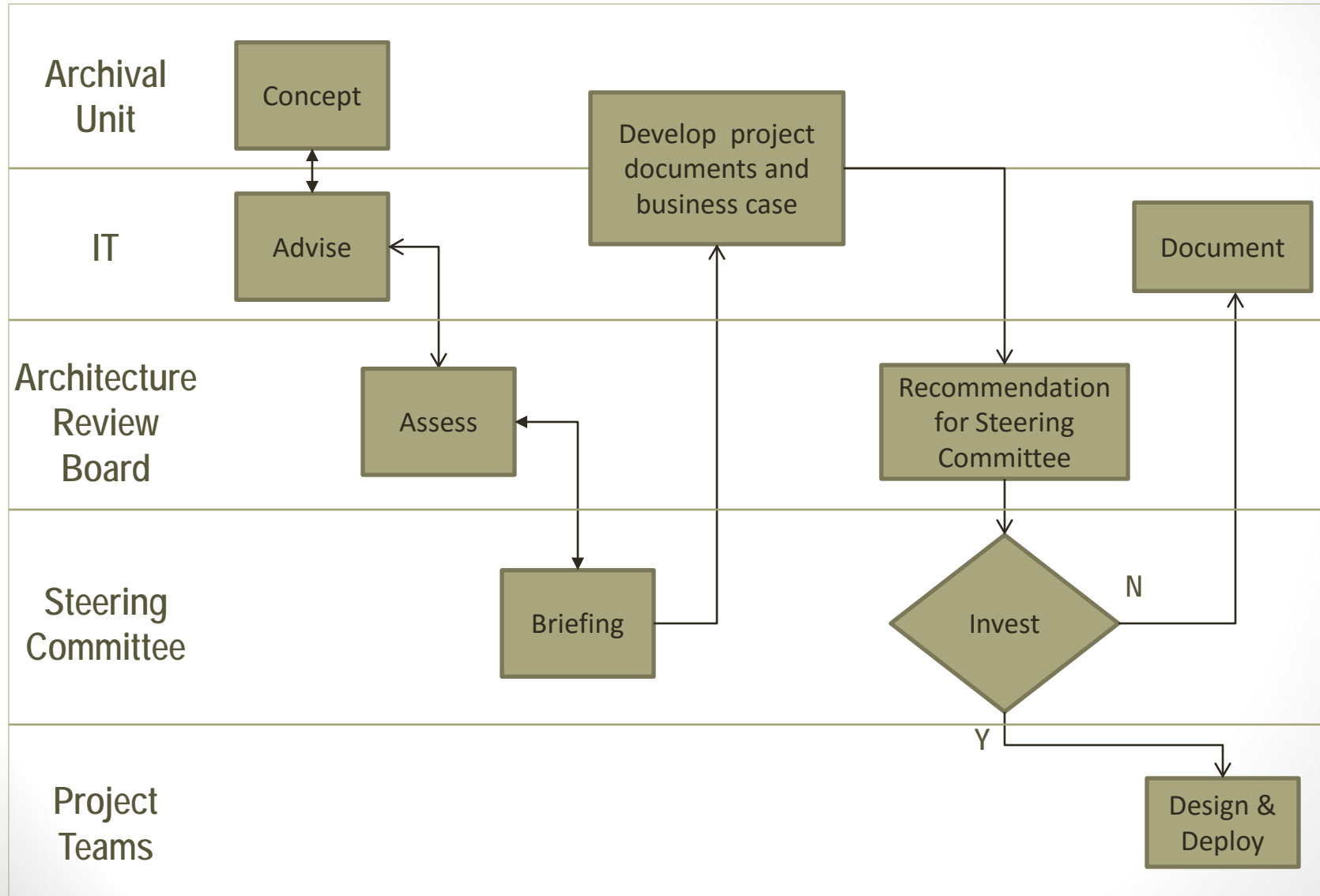
System Development Lifecycle



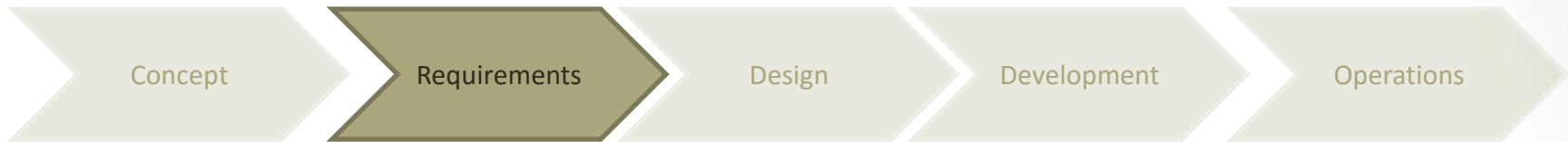
The **Concept** phase of a project is intended to outline the business needs being addressed.

- Establish a trusted repository -- to store and preserve collections for the long term
- Provide access to records – information is widely expected to be available online
- Manage risks -- reduce data loss through digital preservation
- Be efficiency – collaborate with others

Project Approval Process



System Development Lifecycle



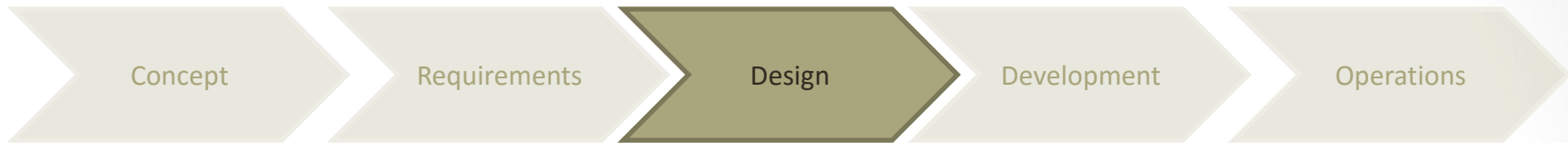
The **Requirements** phase of a project is when details are developed that clearly outline what is expected from the information system. Stakeholders (agencies, DOIT, etc.) must be involved.

Examples:

- The system shall serve as the trusted repository for state electronic records.
- The system shall have the capability of preserving electronic records to ensure that they remain usable in perpetuity.
- The system shall be capable of providing access to records in a form that meets the capabilities of current tools.

Once business requirements are complete, solution options as well as time and cost estimates can be developed.

System Development Lifecycle

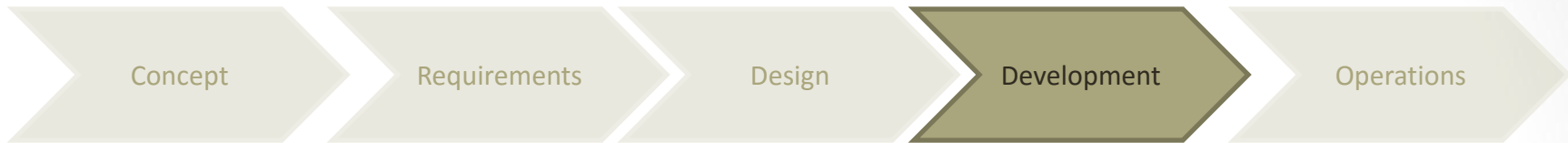


In the **Design** phase , more detail is developed, including:

- Derived requirements, to more precisely define the requirements
- Design analyses to determine the more efficient methods to use
- Specification for system components
- Technical specifications
- A requirements tracking matrix is typically created to ensure that all requirements are being address by the design
- Prototype development to demonstrate designed functionality

Stakeholders must remain engaged during the **Design** phase. This is where critical decisions are made.

System Development Lifecycle



The **Development** phase is where the final system configuration created, tested and implemented.

- Developers test the system to ensure it is working according to the requirements
- The requirements tracking matrix is used by independent test resources (not the developers) to ensure full test coverage
- User acceptance testing is performed – stakeholders test the system. In many cases, these testers include the public if public access is expected.
- If testing is acceptable, the system is approved to operate.

Stakeholders must be a gatekeeper in the decision to move to **Operations**.

System Development Lifecycle

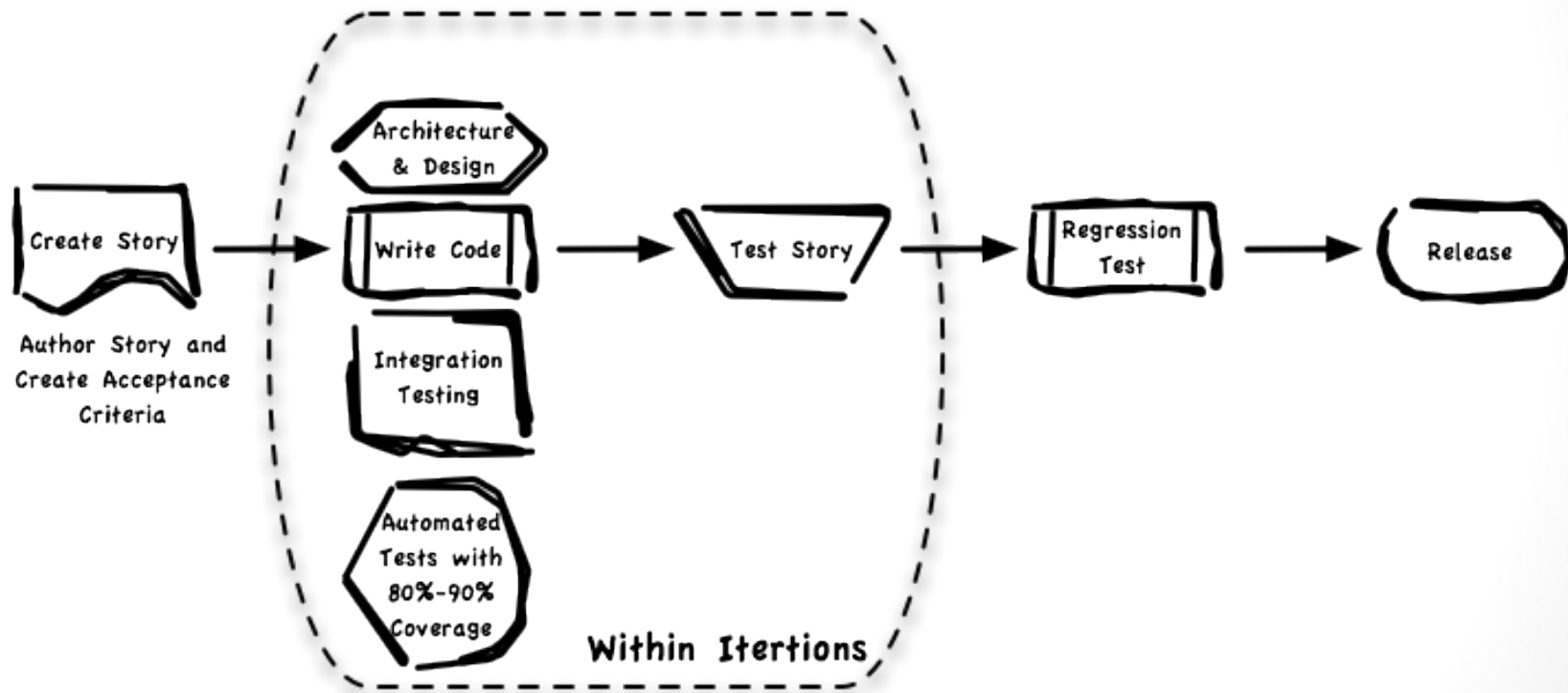


Operations consists of:

- Helpdesk support for users experiencing issues with the system
- Maintaining the system uptime, usually based on a Service Level Agreement (SLA) established in the technical specifications
- Ensuring software remains up to date, installing patches, etc.
- Bug fixes for issues identified
- If on-premise infrastructure, planning and executing hardware and software refresh


Agile Development

Common Agile Testing Approach



Agile techniques should be considered, particularly once a foundational system is in place.


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The mission of the National Digital Stewardship Alliance is to establish, maintain, and advance the capacity to preserve our nation's digital resources for the benefit of present and future generations.

Our Work


Members collaborate to preserve access to our national digital heritage. The NDSA accomplishes its goals through working groups with strategic direction from the Coordinating Committee and support from the Secretariat.

The NDSA has established five Working Groups focusing on the following areas of digital stewardship: Content; Standards and Practices; Infrastructure; Innovation; and Outreach.




Content

selection and acquisition of digital collections




Standards

digital formats and best practices




Infrastructure

development and maintenance of tools



Innovation

cutting edge research and development




Outreach

relationships and messaging

Our Members

NDSA organizations have proven themselves committed to long term preservation of digital information. Our members include universities, consortia, professional societies, commercial businesses, professional associations, and government agencies at the federal, state, and local level. For a list of members, click "NDSA" on this [page](#).

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We carry out this mission through applied research, knowledge sharing, and collaborative problem solving at the intersection of policy, management, and technology.

The results generated by each project add to a growing knowledge base designed to support the work of both government professionals and academic researchers. Our guides, reports, and tools are freely available on our [Publications](#) page.



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