Project: Planning and Specifying an Outsourcing Project

The critical documents of a software project — such as requirements, design, and the final code — closely depend on each other. For example, a particular feature of a class, or a particular variable, may be determined by a specific section, paragraph, sentence or even word of the requirements document. As the project starts evolving, it may be very important to keep track of these dependencies, for example to make sure that when a specific element of the requirements changes we can immediately know what elements of other documents to check for possible updates.

You want to develop a system that will enable tracking such dependencies between software documents, including at least requirements and code. To be more specific we assume that the code is in Eiffel and that other documents including requirements are technically produced as Microsoft Word documents. The tool to be developed should maintain dependency links between the various documents, in any direction, making it possible in particular to track all the consequences of a possible change in any of the documents.

You identified that your team in your company doesn’t have the right competences to produce such a software system. For that reason you decide to outsource the realization of this project to an offshore outsourcing company.

Tasks:
1. Write an object-oriented requirements specification for the task.
2. Discuss the proposal with a peer and agree on the requirements. Try to go for a very simple, minimum cost solution.
3. Update the requirements document to include non-functional requirements.
4. Review the requirements specification with your outsourcing company representative. (What are good review checks?)
5. Establish a Project Plan
6. Review the plan with a peer who represents the outsourcing company contact person.
7. Establish a plan for Quality Assurance: what are the verification and validation measures? What kind of documentation do you require?
8. Define the process of collaboration with the outsourcing company. Describe for each process the detailed procedures and tools you propose to the outsourcing company.
9. Review the QA Plan and the proposed collaboration processes, defining a minimum solution for both.
10. Define the acceptance test and the transition process of the software to your company. Define a maintenance plan.