



The FSA Solution Life Cycle

A blueprint for success...



Plan It!

Vision



Design It!

Definition



Build It!

Construction



Move In!

Deployment



Maintain It!

Support &
Retirement



What we will accomplish.

- ◆ Understand the goals of the Solution Life Cycle (SLC)
- ◆ Identify the overall framework of the SLC
- ◆ Understand the value and benefits of the SLC

What is a Solution Life Cycle?

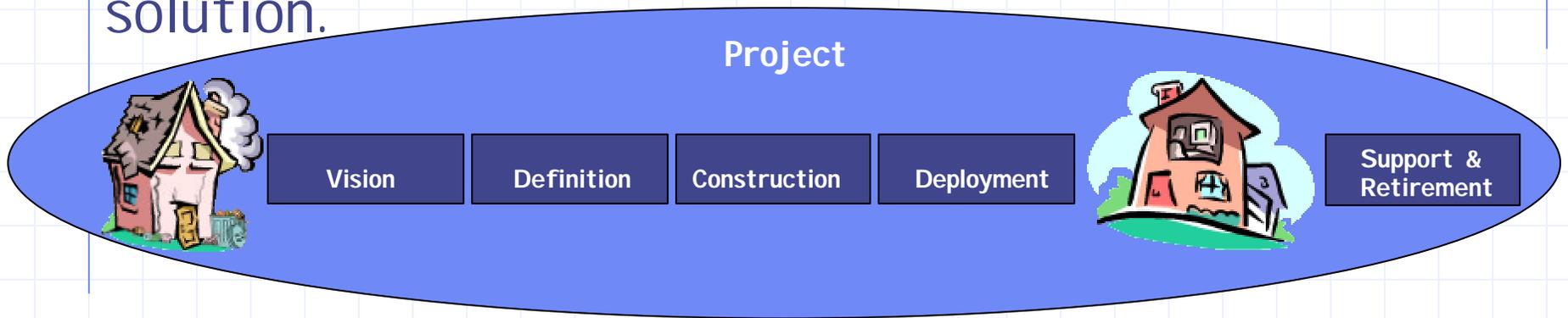


- ◆ A solution is an answer to a business need
- ◆ A life cycle guides a solution from beginning to end
- ◆ FSA's Solution Life Cycle is a framework containing a set of defined, documented and practiced processes that guide a solution from beginning to end



What is FSA's SLC?

The SLC is a framework for completing a solution.



This framework is supported by additional information.



Process Guides



Job Aids/Samples

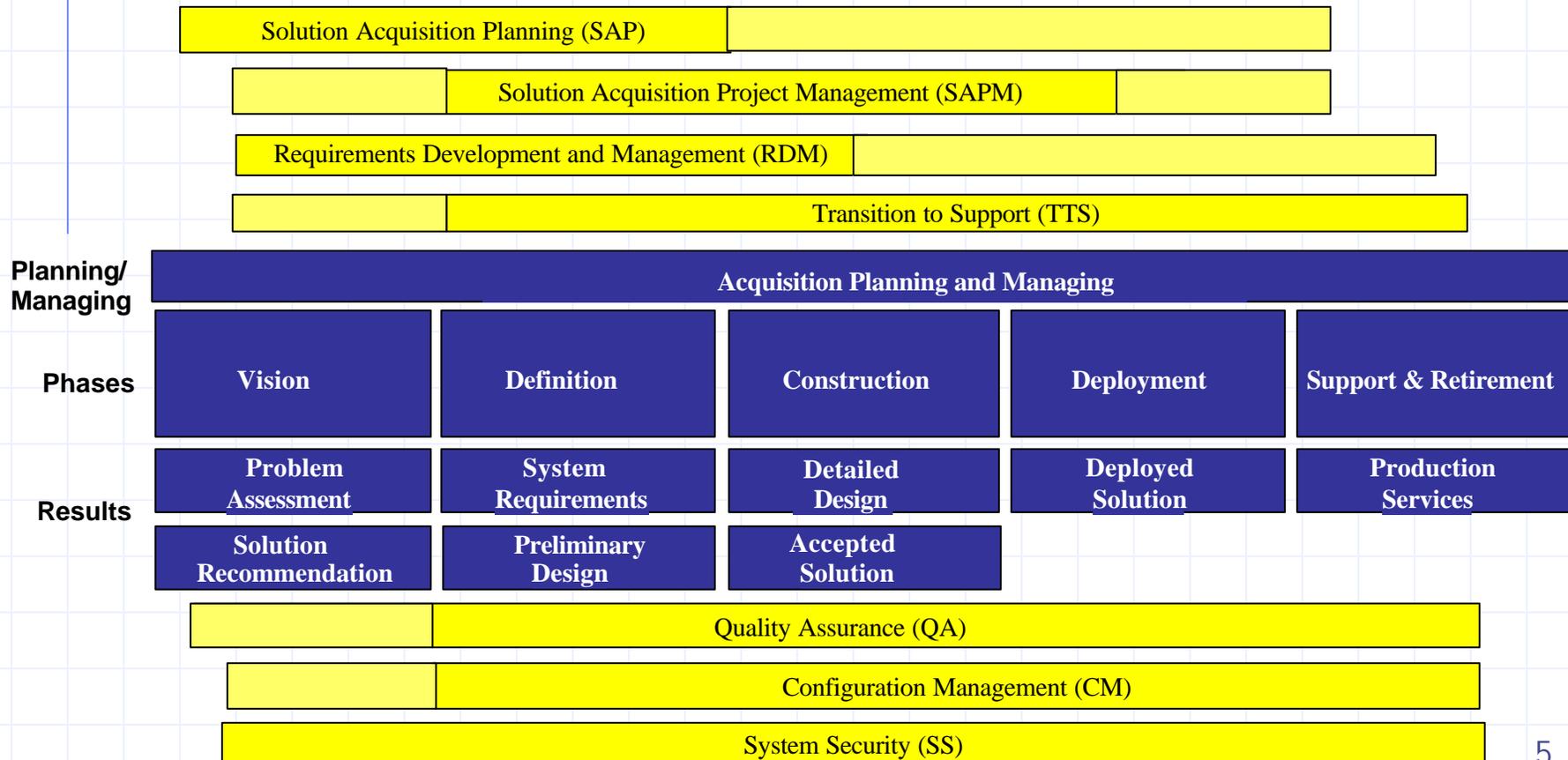


Roles & Responsibilities



The SLC Framework

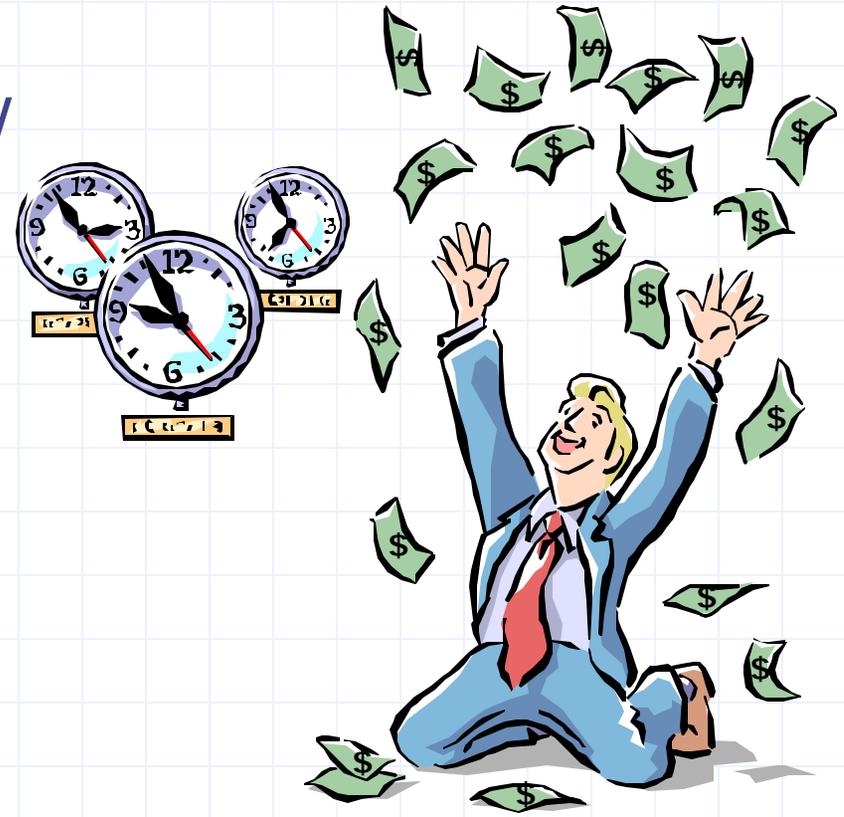
The SLC uses five sequential phases and seven Key Process Areas (KPAs) to guide a project from beginning to end.



How do you benefit from the SLC?



- ◆ Reduces time and effort
- ◆ Eliminates unnecessary rework
- ◆ Enables cost savings
- ◆ Gets everyone on the same page





Who needs the SLC?

- ◆ Anyone who participates in or manages the acquisition of a solution for FSA
 - These Roles include:
 - ◆ FSA Project Managers
 - ◆ Subject Matter Experts (SMEs)
 - ◆ Members of an Integrated Product Team (IPT)
 - ◆ CIO Participants
 - ◆ Operating Partners
 - ◆ Executive Sponsor



How does the SLC work?

The SLC provides repeatable processes, templates and standards for improving project predictability and consistency.

Phase 1: Vision



Plan I t!

Phase 2: Definition

Design I t!



Phase 3: Construction

Build I t!



Phase 4: Deployment

Move I n!



Phase 5: Support & Retirement

Maintain I t!





Phase 1: Vision

- The Purpose of the Vision Phase is to:
 - Conduct an assessment of the business problem
 - Provide a solution recommendation

Plan It!



❖ Required tasks include:

- High Level Requirements
- Business Case
- Task Order
- Integrated Product Team (IPT)
- Solution Acquisition Plan (SAP)
- Work Breakdown Structure (WBS)
- Security Vision Phase Checklist
- Security Assignment Letters

❖ Recommended tasks include:

- Statement of Objectives (SoO)
- Status Reports
- Risk & Issue Tracking
- Requirements Development & Management (RDM) Plan
- Business Performance Model (BPM)
- Quality Assurance (QA) Plan
- Configuration Management (CM) Plan
- Transition to Support (TTS) Plan
- Project Management Activities
- Solution Acquisition Estimation
- Records/documents updated as appropriate



Phase 2: Definition

- Purpose of the Definition Phase is to:
 - Develop solution requirements
 - Develop and accept a preliminary design of the solution

❖ Required tasks include:

- Low Level Requirements
- Preliminary Design Document
- Solution Acquisition Plan (SAP) updated
- Requirements Traceability Matrix
- Configuration Item Index

❖ Recommended tasks include:

- Status Reports
- Risk & Issue Tracking
- Business Case updated
- Configuration Library System
- Change Control Group
- Change Control Process

Design It!



- Quality Assurance (QA) Plan
- Transition to Support (TTS) Plan
- Security Definition Phase Checklist
- Configuration Management (CM) Plan
- Requirements Development & Management (RDM) Plan
- Business Performance Model (BPM) updated
- Task Order updated
- WBS updated
- Statement of Objectives (SoO) updated
- Records/documents updated as appropriate



Phase 3: Construction

- The Purpose of the Construction Phase is to:
 - Develop the Detailed Design Document
 - Build and accept a solution

Build It!



❖ Required tasks include:

- Detailed Design Document
- Test Plans
- Results of test plan
- Product Readiness Review (PRR)

- Requirements Traceability Matrix updated
- Security Construction Phase Checklist
- Configuration Item Index updated
- QA Reviews

❖ Recommended tasks include:

- Status Reports
- Risk & Issue Tracking
- Security Risk Assessment

- Configuration Management Activities
- Test Results
- Records/documents updated as appropriate



Phase 4: Deployment

- The Purpose of the Deployment Phase is to:
 - Deploy the developed solution into production

Move In!



❖ Required tasks include:

- Solution is successfully deployed
- Transition to Support (TTS) Readiness Review
- Security Deployment Phase Checklist
- Project inventory list baselined

❖ Recommended tasks include:

- Quality Assurance (QA) Reviews documented
- Security System Plan completed
- Configuration Item Index is baselined
- Applicable Training conducted
- Work Breakdown Structure (WBS) updated
- Risks and Issues tracked
- Records/documents updated as appropriate

Phase 5: Support & Retirement



- The Purpose of the Support & Retirement Phase is to:
 - Provide operational and maintenance support for the solution

Maintain It!



- ❖ Required tasks include:
 - SLC Security Support & Retirement Phase Checklist
- ❖ Recommended tasks include:
 - Transition to Support (TTS) Activities
 - Operations and Maintenance
 - Performance Reports
 - Records/documents updated as appropriate
- ❖ **The Support & Retirement Phase will continue until the system is retired or until a new solution is envisioned and the life cycle begins again**



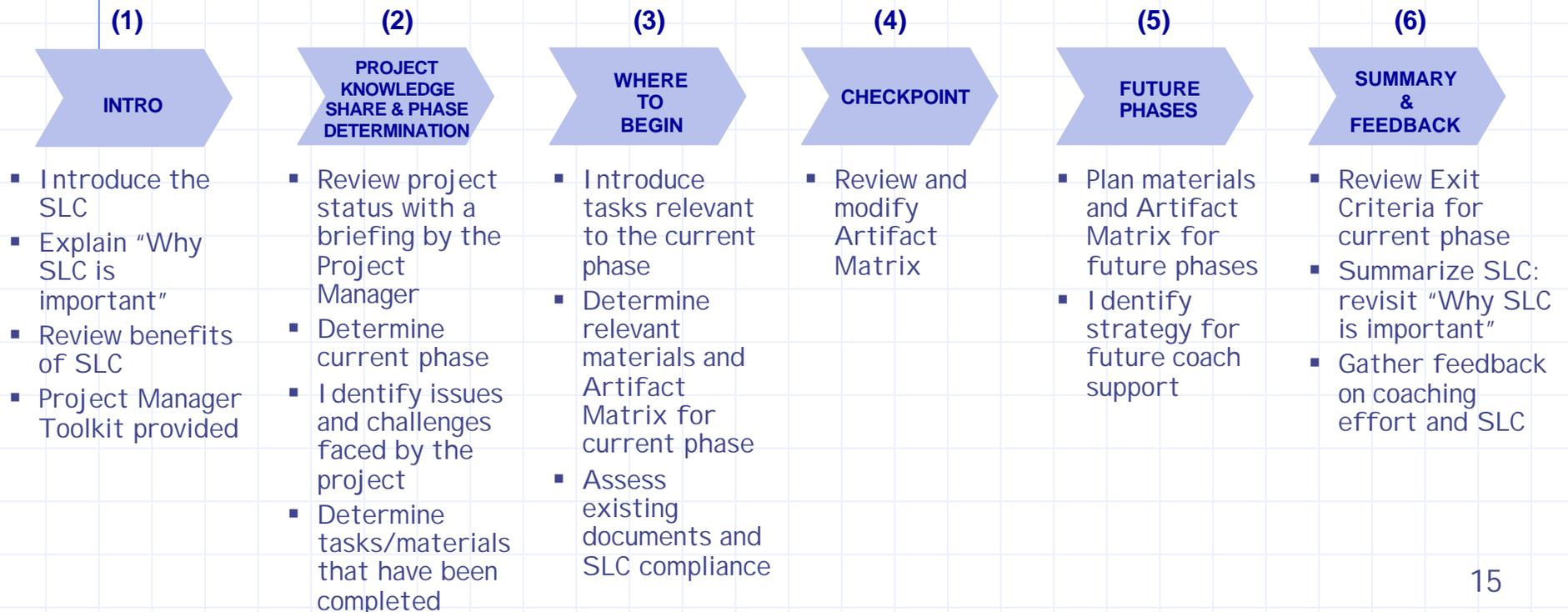
Summary

The SLC is a continuous process improvement effort that will enhance the way FSA acquires business solutions. Your help is imperative to the success of the SLC and future projects.



Where to begin...

An SLC Coach collaborates with the Project Manager to complete the following milestones:





Where can I get my copy?

- ◆ Intranet

http://sfanet/cio/tech_handbook



Where can I get more information?



◆ Contact your SLC Coach:

- <<Insert Coach's Name & Number>>
<<Insert Coach's Email Address>>

◆ Contact ECAD SLC Team:

- Lana Gourdine - 202-377-3535
Lana.Gourdine@ed.gov

