<div align="center">

System Change Request
For the
SAMMS System Change Request Tracking System
Prototype
March 24, 2000

</div>

This is the first cut of the system changes to be requested by DLIS for the SAMMS SCR Tracking System prototype. THIS DOCUMENT HAS NOT BEEN COORDINATED WITHIN DLIS YET!! This is just to give you a look at where we are going with our requirements. Any questions, e-mail them to dclark@dlis.dla.mil.

Home Page -- **newstart.asp**

1. Change SAMMS logo to the DLIS logo.
2. Remove all references to SAMMS.
3. Remove all references to DSIO.
4. Rename   *SCR Options Menu*   to   ***Menu Options**.
5. Change   *The SAMMS CM Plan* option   to   *The DLIS Corporate CM Plan*.
6.   *The Change Control Process*   Acceptable
7. Add   *Configuration Management Functions*.
8. Add   *Information Assurance Functions*.
9. Change   *Submit a SAMMS SCR*   to   *Submit an SCR*.
10. Change   *Search for an Existing SCR*   to   *Search*.
11. Change   *Functional Priority List (FPL)*   to   *Corporate Priority List (CPL)*.
12. Change   *Quick SCR Reports*   to   *Reports*.
13. Change the System Purpose to the following:

> ***Welcome to the DLIS System Change Tracking System. The purpose of this system is to provide complete visibility of all DLIS-managed systems. This system will provide managers and analysts with the ability to obtain real-time information regarding any change throughout the software development lifecycle.***
>
> ***Please send e-mail to our Configuration Management mailbox with your comments and/or questions. You can contact the DLIS CM team at (616) 961-   (DSN 932).***
>
> ***This web site was developed by DISOF, Defense Logistics Agency (DLA), Fort Belvoir, VA***

E-mail address: ConfigMgmt-DLSC-B@dlis.dla.mil

*Menu Options:

The DLIS Corporate CM Plan	link to	**CM Corp Plan Draft v1pt2.doc**
The Change Control Process	link to	
Configuration Management Functions	link to	**cmmenu.asp**
Information Assurance Functions	link to	**iamenu.asp**
System Change Requests	link to	**scrmenu.asp**
Problem Reports	link to	**prmenu.asp**
Search	link to	**findmenu.asp**
Corporate Priority List (CPL)	link to	**scraddcpl.asp**
Reports	link to	**cmreportmenu.asp**

cmmenu.asp

1. Add a banner page for Configuration Management.
2. Add the first paragraph with the following DLIS information to banner:
   > ***Please provide the following information in order to develop the necessary Configuration Management functions and documentation. After completion of the form, click the "Submit" button at the end of the page. The DLIS CM team will process and forward the information for review***
3. Change POCs to the following:

Mainframe:	**932-**
HP:	**932-**
AS/400:	**932-**
Servers/PCs:	**932-**

4. Add a User   link to   **adduserrec.asp**
5. View Conversations   link to   **viewconversation.asp**
6. User information   link to   **whoareyou.asp**

adduserrec.asp

1. Add a banner page for Configuration Management.
2. Add the first paragraph with the following DLIS information to banner:
   > ***Please provide the following information in order to create a new user account.***
3. Change POCs to the following:
4. Field 1: ***First Name:*** Acceptable
5. Field 2: ***Last Name:*** Acceptable
6. Field 3: ***E-mail Address:*** Acceptable
7. Field 4: ***Office Symbol:*** Acceptable
8. Field 5: ***Phone Number:*** Acceptable
9. Field 6: ***User ID:*** Must meet DLIS standard for usercodes
10. Field 7: ***User Password:*** Required to meet following C2 requirements:
    - Must be minimum of 8 characters – maximum of 12 characters
    - Must have minimum of 1 numeric imbedded character
    - Cannot begin with numeric
    - Must be changed every 90 days
    - Cannot repeat 3 or more characters
    - Cannot reverse order of characters
    - Cannot repeat complete password within 5 iterations
11. Field 8: ***Miscellaneous Comments:*** Acceptable
12. Add Field 9: ***Security Clearance:*** Required to meet one of the following:
    - ADP I
    - ADP II
    - ADP III
13. Add Field 10: ***Security Group:*** Will be placed in one of the following security groups:
    - DLIS Admin
    - DLIS IA
    - DLIS CM
    - TBD

viewconversation.asp   Acceptable

whoareyou.asp   Acceptable

iamenu.asp

7. Add a banner page for Information Assurance.
8. Add the first paragraph with the following DLIS information to banner:
    Please provide the following information in order to develop the necessary Information Assurance functions and documentation. After completion of the form, click the "Submit" button at the end of the page. The DLIS IA team will process and forward the information for review
14. Change POCs to the following:

Mainframe:	**932-**
HP:	**932-**
AS/400:	**932-**
Servers/PCs:	**932-**

15. DITSCAP   link to   **ditscap.asp**
16. IATO   link to   **iato.asp**
17. FRAP   link to   **frap.asp**
18. Access Control   link to   **accesscont.asp**
19. Accreditation   link to   **accredit.asp**

ditscap.asp	Requirements TBD
iato.asp	Requirements TBD
frap.asp	Requirements TBD
accesscont.asp	Requirements TBD
accredit.asp	Requirements TBD

scrmenu.asp

1. Add SCR   link to   **addscr.asp**
2. Update SCR   link to   **updscr.asp**

addscr.asp

1. Remove SAMMS information from banner.
2. Replace the first paragraph with the following DLIS information to banner:
   > *Please provide the following information in order to submit a system change request (SCR). After completion of the form, click the "Submit SCR" button at the end of the page. The DLIS CM team will process and forward the SCR for review. All documentation must be provided as an attachment to the SCR. Request all hard-copy documentation be scanned and provided as attachments. All documentation will be placed online for downloading.*
3. **Need Help??** paragraph: Acceptable.
4. Change POCs to the following:

Mainframe:	**Ruth Hetletvedt**	**932-**
	Sue Larner	**932-**
HP:	**Mike Alexander**	**932-**
AS/400:	**Cathy Cook**	**932-**
Servers/PCs:		**932-**

5. Field 1: *Title*: Acceptable
6. Field 2: *SCR Background*: Acceptable
7. Field 3: *Functional Requirements Description*: Acceptable
8. Field 4: *SCR Classification*: Update Classifications to include:

9. Field 5: *Business Area*: Update to include:
10. Field 6: *Priority*: Update to include:
11. Field 7: *Site Location*: Update to include Defense Logistics Information Service
12. Field 8: *Cost Benefit*: Update to include estimated costs, actual costs, and the ability to calculate these costs.
13. Field 9: *SCR Submitter Information*: Acceptable
14. Field 10: *SCR Submitter Recommendation*: Acceptable
15. Field 11: *SCR Status*: Acceptable
16. Field 12: *Life Cycle Phase*: Update to include DLIS life cycle names.
17. Field 13: *Record Type*: Acceptable.
18. Field 21: *SCR Type*: Internal or External
19. Field 22: Add *Project Officer*
20. Field 23: Add *Milestones*
21. Field 24: Add *Platform*
22. Field 25: Add *Application(s)* Allow multiple fields/entries
23. Field 26: Add *Contractor(s)* Allow multiple fields/entries

updscr.asp

1. Remove SAMMS information from banner.
2. Replace the first paragraph with the following DLIS information to banner:
   > *Please provide the following information in order to submit a system change request (SCR). After completion of the form, click the "Submit SCR" button at the end of the page. The DLIS CM team will process and forward the SCR for review*
3. Change POCs to the following:

Mainframe:	**Ruth Hetletvedt**	**932-**
	Sue Larner	**932-**
HP:	**Mike Alexander**	**932-**
AS/400:	**Cathy Cook**	**932-**
Servers/PCs:		**932-**

4. Field 1: *Title*: Acceptable
5. Field 2: *SCR Background*: Acceptable
6. Field 3: *Functional Requirements Description*: Acceptable
7. Field 4: *SCR Classification*: Update Classifications to include:

8. Field 5: *Business Area*: Update to include:

9. Field 6: *Priority*: Update to include:
10. Field 7: *Site Location*: Update to include Defense Logistics Information Service
11. Field 8: *Cost Benefit*: Update to include estimated costs, actual costs, and the ability to calculate these costs.
12. Field 9: *SCR Submitter Information*: Acceptable
13. Field 10: *SCR Submitter Recommendation*: Acceptable
14. Field 11: *SCR Status*: Acceptable
15. Field 12: *Life Cycle Phase*: Update to include:
    - *Development*
    - *Functional Acceptance*
    - *QA*
    - *IV&V*
    - *Production*
16. Field 13: *Record Type*: Acceptable.
17. Field 14: *Assigned Person*: Acceptable
18. Field 15: *Assigned Office*: Acceptable
19. Field 16: *Funding Source*: Acceptable
20. Field 17: *Funding Amount*: Acceptable
21. Field 18: *Funding Date*: Acceptable
22. Field 19: *Headquarters Sponsor*: Acceptable
23. Field 20: *SCR Number*: Acceptable
24. Field 21: *SCR Type*: Internal or External
25. Field 22: Add *Project Officer*
26. Field 23: Add *Milestones*
27. Field 24: Add *Platform*
28. Field 25: Add *Application(s)*
24. Field 26: Add *Application(s)* Allow multiple fields/entries
29. Field 27: Add *Contractor(s)* Allow multiple fields/entries

prmenu.asp   TBD

findmenu.asp

1. Remove SAMMS information from banner.
2. Replace the first paragraph with the following DLIS information to banner:
   The following search options are currently available. Please click on one of the options to execute the search.
3. Change POCs to *TBD*
4. Search 1: *Title Search*: Acceptable   link to   **findtitle.asp** *CURRENTLY FIND3.HTM*
5. Search 2: *SCR Number*: Acceptable   link to   **findnumber.asp**
6. Add Search 3: *Project Officer*   link to   **findpo.asp**
7. Add Search 4: *Milestones*   link to   **findms.asp**
8. Add Search 5: *Platform*   link to   **findplat.asp**
9. Add Search 6: *Application*   link to   **findappl.asp**

findtitle.asp

1. Remove SAMMS information from banner.
2. Instruction paragraph: Acceptable
3. Change POCs to *TBD*
4. Field 1: Enter Your Title Search Here: Acceptable
5. Link to   **scrsfound.asp**

scrsfound.asp   Acceptable   link to **scroptions.asp?scrnumber=**

scroptions.asp

1. Remove SAMMS information from Main Menu button.
2. Display fields: Acceptable
3. Option 1: *Detailed SCR Description*   link to   **scrdescription.asp?scrnumber=**
4. Option 2: *Review Comments*   link to   **reviewmenu.asp?scrnumber=**
5. Option 3: *Status Text*   link to   **statusmenu.asp?scrnumber=**
6. Option 4: *SCR Development Status*   link to   **developmentstat.asp?scrnumber=**
7. Option 5: *Assign the SCR Record*   link to   **scrassign.asp?scrnumber=**
8. Option 6: *Cost/Benefit & Funding Information*   link to   **scraddcost.asp?scrnumber=**
9. Option 7: *Change DSIO to Developer Impact*   link to   **scraddimpact.asp?scrnumber=**
10. Option 8: *SCR Managers Approval Screen*   link to   **scraddapproval.asp?scrnumber=**
11. Option 9: *Change FPL to CPL Managers Screen* link to   **scraddcpl.asp?scrnumber=**
12. Option 10: *Business Area Managers*   link to   **scraddbam.asp?scrnumber=**
13. Option 11: *Configuration Control Options*   link to   **cmcontroloptions.asp?scrnumber=**
14. Option 12: *SCR Attachments*   link to   **downloads.asp**
15. Option 13:
16. Option 14:

scrdescription.asp

1. Remove SAMMS information from the Main Menu button.
2. Change *FPL* to *CPL*
3. Add the following fields to the description
   - Project Manager
   - Milestone
   - Platform
   - Application(s)

reviewmenu.asp

1. Remove SAMMS information from the Main Menu button.
2. ***View SCR Review Comments***: Acceptable   link to   *viewreview.asp?scrnumber=*
3. ***Add SCR Review Comments***: Acceptable   link to   *scraddreview.asp?scrnumber=*

viewreview.asp   **TBD**

scraddreview.asp

1. Remove SAMMS from the title.
2. Remove SAMMS from the description paragraph.
3. Change POCs to the following DLIS POCs:
4. Field 1: ***Review Date:*** Acceptable
5. Field 2: ***Reviewer's Name:*** Acceptable
6. Field 3: ***Reviewer's Office:*** Acceptable
7. Field 4: ***Review Status:*** Acceptable
8. Field 5: ***Review Comments:*** Acceptable

statusmenu.asp

1. Remove SAMMS information from the Main Menu button.
2. ***View SCR Status Comments***: Acceptable   link to   *viewstatus.asp?scrnumber=*
3. ***Add SCR Status Comments***: Acceptable   link to   *scraddstatus.asp?scrnumber=*

viewstatus.asp   **TBD**

scraddstatus.asp

1. Remove SAMMS from the title.
2. Remove SAMMS from the description paragraph.
3. Change POCs to the following DLIS POCs:
4. Field 1: ***Date:*** Acceptable
5. Field 2: ***Your Name:*** Acceptable
6. Field 3: ***Your Office:*** Acceptable
7. Field 5: ***Status Comments:*** Acceptable

developmentstat.asp   Acceptable

scrassign.asp

1. Remove SAMMS from the title.
2. Remove SAMMS from the description paragraph.
3. Change POCs to the following DLIS POCs:
4. Assigned Person: ***Display DLIS names***

scraddcost.asp

1. Remove SAMMS from the title.
2. Remove SAMMS from the description paragraph.
3. Change *FPL* to *CPL*
4. Change POCs to the following DLIS POCs:
5. Assigned Person: *Display DLIS names*
6. Field 1: *Funding Source:* Acceptable
7. Field 2: *Funding Amount:* Add DLIS calculations from DLIS Form 880 to automate
8. Field 3: *Funding Date:* Acceptable
9. Field 4: *Cost/Benefit Information:* Acceptable

scraddimpact.asp Allow multiple entries due to multiple contractors working on a project

1. Remove SAMMS from the title.
2. Remove DSIO from title
3. Remove SAMMS from the description paragraph.
4. Change POCs to the following DLIS POCs:
5. Field 1: *DSIO-M Approval (Name):* Remove *DSIO-M* and add *Contractor*
6. Field 2: *Workhour Estimate:* Add DLIS calculations from DLIS Form 880 to automate
7. Field 3: *DSIO Impact Assessment/Remarks:* Remove *DSIO* and add *Contractor*
8. Add *Contractor Name* field

scraddapproval.asp

1. Remove SAMMS from the title.
2. Remove SAMMS from the description paragraph.
3. Change POCs to the following DLIS POCs:
4. Ensure DLIS life cycle is reflected with appropriate approvals as follows:
    - Development Manager
    - Functional Manager
    - Configuration Management Manager
    - Information Assurance Manager
    - Quality Assurance Manager
    - IV&V Manager
    - Software Quality Assurance Manager
    - System Change Administrator
    - Problem Report Administrator

scraddcpl.asp currently *scraddflp*

1. Remove SAMMS from the title.
2. Change *FPL* to *CPL*
3. Remove SAMMS from the description paragraph.
4. Change POCs to the following DLIS POCs:
5. Ensure DLIS ranking is reflected

scraddbam.asp *This screen is not currently available in prototype. DLIS requirements TBD.*

cmcontroloptions.asp

1. Remove SAMMS information from Main Page button.
2. SCR Controls
   - *Master Access to the SCR*   link to   *cmaddscr.asp?scrnumber=*
   - *Save the Current Chat Room Discussion*   link to   *viewconversation.asp*
   - *Get Information About Yourself*   link to   *whoyouare.asp*
3. User Controls
   - *Lock or Unlock SCR Information*   *Not available in prototype; DLIS requirements TBD*
   - *Update A User's Personal Records*   *Not available in prototype; DLIS requirements TBD*
   - *Add A New User to the System*   link to   *adduserrecords.asp*
   - *View Web Site Visitor Information*   *Not available in prototype; DLIS requirements TBD*

downloads.asp

1. Remove SAMMS from Main Menu button.
2. Instruction paragraph: Acceptable

findnumber.asp

4. Remove SAMMS information from banner.
5. Instruction paragraph: Acceptable
6. Change POCs to *TBD*
7. Field 1: Enter Your Title Search Here: Acceptable
8. Link to **scrsfound.asp**

scrsfound.asp   Acceptable   link to **scroptions.asp?scrnumber=**

findpo.asp   Requirements TBD
findms.asp   Requirements TBD
findplat.asp   Requirements TBD
findappl.asp   Requirements TBD

scraddcpl.asp

1. Change title to Corporate Priority List (CPL)
2. Replace the first paragraph with the following DLIS information to banner:
   > *TBD*
3. Replace SAMMS business areas with DLIS business areas. Areas are as follows:
   > *TBD*

cmreportmenu.asp

1. Remove SAMMS from title.
2. Definition paragraph: Acceptable
3. Remove SAMMS to the Return to link.
4. Include the following DLIS standard reports:
   - Milestones
   - Service/Agency
   - CPL data