

Technical Review Teams

A Technical Review Team (TRT) may be appointed by the Trns•port Task Force (TTF) to assist the Task Force in working with the contractor in development of Trns•port software. TRTs are normally appointed to oversee the development of new products or the development of enhancements to current products. The appointment to a TRT is normally for the duration of an individual enhancement or the development of a new product, but may extend over the development of multiple enhancements for a module.

A TTF member will be designated as the chair of each TRT and will act as liaison between the TRT and the TTF. An additional 3-5 individuals are typically appointed by the TTF for each TRT. The TRT normally includes an individual from each agency funding the enhancement or new product development. Users from other agencies who are familiar with the current product and the function the enhancement is intended to serve may also be selected for the TRT.

The TRT Chair is responsible for informing the TRT members of their responsibilities. The TRT Chair is also responsible to see that each TRT member has been given a copy of the work plan for the enhancement. Based on the requirements of the work plan, the TRT will review and accept key project artifacts, including the SDS (System Design Specification), the SRS (System Requirements Specification) and the Test Plan prepared by the contractor.

The TRT works with the contractor during the development and testing of the enhancement

or new product. The TRT reviews the Alpha and Beta Testing results and makes recommendations for the acceptance of Alpha and Beta Testing completion to the TTF.

The TRT normally conducts its business through e-mails and conference calls, unless travel for face-to-face TRT meetings has been included in the AASHTO Trns•port budget and the approved work plan for the enhancement. The conference call meetings are normally arranged by the contractor. The contractor and TRT Chair will determine the agenda for each TRT meeting. The contractor will normally take minutes of the meeting and provide copies of the minutes to the TRT members within a reasonable time.

Alpha Testers

Alpha Testing is required by AASHTOWare standards for all releases, unless an exemption has been approved by the TTF. The Alpha Testing consists of formalized testing at a controlled site at the completion of contractor's internal system integration testing QC/QA. The Alpha Testing is normally performed at the contractor's offices by the contractor, but the work plan may include assistance by agency users. If a TRT exists, the Alpha Testing results are submitted to the TRT for their review. If no TRT exists, the Alpha Testing results are submitted by the contractor directly to the TTF for their acceptance.

Beta Test Sites

Beta Testing is required by AASHTOWare standards for all releases, unless an exemption has been approved by the TTF. The number of test sites is based on the magnitude of the enhancement. One Beta Test site is normally used for simple enhancements. Multiple Beta Test sites are used for complex enhancements to ensure the enhancement functions as intended on multiple platforms.

The Beta Test site(s) selected by the TTF is based on the agency's availability and capability to perform the Beta Testing and the Trns•port products currently being used by that agency. The work plan will designate the duration of the Beta Testing. The duration should be long enough (and timed) to allow a thorough testing of the software. The Beta ready software will be shipped to each Beta Test site after the acceptance of the Alpha Testing by the TTF.

Each Beta Test site agency should have adequate resources (staff and software) to provide a thorough and complete testing of all functions of the software. The Beta Test site agency will be responsible for the cost of the Beta Testing. The Beta Test site agency should provide continuous feedback to the contractor on issues encountered during the Beta Testing. The Beta Test site agency should advise the TRT (or TTF if no TRT exists) of any issues that would preclude the completion of a thorough Beta Test. The Beta Test site agency will provide the TRT (or TTF if no TRT exists) written conformation that the Beta Testing has been completed and document any known issues and their resolutions.

References and Additional

Sources:

AASHTOWare Cooperative
Software Development Program
Policies, Procedures & Guidelines,
available at www.aashtoware.org

AASHTOWare Product/Project
Task Force Members Handbook,
available at www.aashtoware.org

AASHTOWare Standards &
Guidelines Notebook, available at
www.aashtoware.org



Responsibilities of TRT Members, Alpha Testers and Beta Test Sites

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