

## New Project: Stages

Setting up a new digital data project is typically broken down into ***four*** stages:

### ***This first stage is for architecture design***

- Initial ***designs*** or ***drafts*** of as many parts of a new system as possible.
- This is the result of ***gathering*** as much ***input*** as possible from all types of potential ***end users***.
  - **Required: *visualization*** is critical to discover all processes and steps - the software we use has a built-in diagram tool.
  - **Note:** this Alpha stage is ***not*** a usable working system.

### ***Next is limited testing***

- The first semi-complete system that can be considered usable, but it will still have ***missing features*** .
- The main purpose of 'beta' is so that a ***limited amount*** of real internal end users ***test what has been developed*** to give feedback.
  - **Note:** this level would be ***too raw*** to release company wide.

### ***Followed by wide scale testing***

- The first real working version that can be used in production by a larger group of users.
- All major issues have been resolved, however, 'refinements' will be necessary such as:
  - issues involving the design, *i.e.* 'Look and Feel'
  - additional, ***minor***, end user requests -

### ***Last is the final version***

- The final working production version (*99% of refinements complete*)
- next, long term plans can be drawn up for v.2.0+ to address major new feature request