



OK.gov Project Lifecycle

Not all OK.gov projects are conducted the same, but the basic format of the process from start to finish is provided above. Descriptions of each phase is located to the right.

Inception

- Introduction with OSF
- Proposal
- Draft
- Presentation
- Approval
- Inter Agency Agreement Approval

Project Kick-Off

- Kick-Off Meeting
- Introduce project team
- Internal requirements
- Site user analysis (when applicable)

Requirements Gathering and Analysis

- Project Plan
- Requirements Documents
- Functional
- Technical
- Creative

Requirements Freeze

- Scope of project has been identified and development begins

System Design and Development

- Convert Graphic Assets to be Web ready
- Integrate content
- Write Application Software
- Integrate Database Content
- Test Integration

Testing

- Conduct Quality Assurance Tests
- Conduct User Testing
- Make Modifications

Training

- Conduct training
- Assist with operational issues
- Follow-up training

Implementation

- Launch Application

Acceptance

- Project Acceptance and Sign-off

Closure

- Post project
- Analysis

Maintenance

- Ongoing application up-keep

Marketing Planning

- Brainstorm and create mkt plan
- Define training plan and define materials

Marketing

- Assistance with execution of mkt plan