Release Notes

How to Build a Service in 2 weeks (or at least try)

Welcome to the GCmobility release notes document.

This document captures new features and bug fixes included in the indicated release version. Release versions are listed in reverse chronological order.

You will find the following sections included in these release notes

* Template: A general template for a sample release. This template may evolve over time.
* Release Notes: Versioned release notes in reverse chronological order.
* Team Retrospectives: Included to provide insight into the latest team retrospective to indicate the team’s intention related things to start, stop and continue doing.

# Template:

## x.x.x

* Item
  + Sub - Item
* Item
  + Sub - Item
* Item
  + Sub - Item

# Release Notes

## 0.4

* Release 0.4.1
  + Backlog Grooming
  + Building a Test Suite
* Release 0.4.2
  + Update Issues Related to
    - Forms, Flow, List, E-mails
      * Forms2 Renamed to follow nomenclature of other assets (Removal of Hello World branding)

## 0.3.2

* Release Description
  + In this release we implemented all the collaborative changes we planned out in 0.3.1. As with previous releases, a product demonstration was also recorded and posted to the Release Play List on YouTube ([here](https://youtu.be/2kL2L550tWw))
* [#645: 2 week Service: Release 0.3.2](https://tasks.office.com/014gc.onmicrosoft.com/Home/Task/ELkx7AFAlESjQxsWKROCIH0ACzV-?Type=TaskLink&Channel=Link&CreatedTime=638060395143770000)
* [#661: User Intake Service: Form Update 0.3](https://tasks.office.com/014gc.onmicrosoft.com/Home/Task/ov4HS_E7X0WZ0pTXJcSsTH0AAmJ5?Type=TaskLink&Channel=Link&CreatedTime=638060398482860000)
  + Update title to "User Intake Service"
  + Update form sections to include "section" in the name
  + Rename Rating Value to Rating\_Value
* [#662: User Intake Service: Flow Update 0.3](https://tasks.office.com/014gc.onmicrosoft.com/Home/Task/AVzEH2dNXk-WnyxWsqDbI30ADWOa?Type=TaskLink&Channel=Link&CreatedTime=638060399156130000)
  + Check for duplicate submissions and email user (duplicate based on email and user type)
  + Scrub after dupe email too
* [#663: User Intake Service: List Update 0.3](https://tasks.office.com/014gc.onmicrosoft.com/Home/Task/NXDQUPlXCEuN4LuAxeVhrX0AEsiY?Type=TaskLink&Channel=Link&CreatedTime=638060399882770000)
  + Update List Title according to Form
  + Update List Employee Transfer Status instead of current Emp\_Class
  + Create Second column " Case\_ID"
  + Edit Grid to add Information to showcase all possibilities instead of resubmit form
  + Add color setting for status (red for done, green for new, yellow for in transit)
  + Change column Complete\_Date\_Time to "Complete flow time"
  + Add Start Flow time" Column
  + Add column approved by (e-mail outside organization)

## 0.3.1

* Release Description

GCmobility “2 week service” release 0.3.1 resulted in identifying and documenting a collection of critical issues related to the “User Intake” micro-service. These issues will be addressed in future upcoming releases (eg 3.2.2). A product demonstration was also recorded and posted to the Release Play List on YouTube. The product demonstration highlights the teams process for “detecting and correcting” issues related to the service building and design process. Team members also shared some lessons learned on the realities of building a common service as a member of a multi-disciplinary team.

* Services:
  + #641: Service: User Intake Service
* Forms
  + #661: User Intake Service: Form Update 0.3
    - 3 New Tasks added
* Flows
  + #662: User Intake Service: Flow Update 0.3
    - 9 New Tasks added
* Lists
  + #663: User Intake Service: List Update 0.3
    - 8 New Tasks added
* Dashboards
  + NO UPDATES
* Communications
  + NO UPDATES
* Release Management
  + Closed: #644: 2 week Service: Release 0.3.1
  + Provide description for release
* Product Demonstration
  + [How To Build a Service in 2 Weeks 0.3.1](https://youtu.be/tUTPl7VRhgQ)

## 0.2.2

* Forms
  + Intake
    - Branching to specify
      * Employee (e.g. About to transferring vs in transfer, post transfer),
      * Manager (source dept (transfer out), destination department (Transfer In)))
  + Feedback
    - NONE
* Flows
  + Handled branching conditions for employee and manager user types
* Lists
  + Service Status
  + Timestamps (Start and end form times start and end time for flow)
* Dashboards
  + Some new updates
* Release Management
  + Initial Release Package
  + Reference backlog issues
  + Provide exports for
    - Forms
    - Flows
    - Lists

## 0.2.1

* Forms
  + Intake
    - Added branching for service provider type
  + Feedback
    - None
* Flows
  + Handled branching conditions for internal vs external service provider
* Lists
  + Add Colum for service provider type
* Dashboards
  + Updated
* Release Management
  + Updated GCcollab (Release Notes and Product Demonstrations)

## 0.1.2

* Forms
  + Added user types
* Flows
  + Remove records from forms.microsoft.com server
  + Handled user types
* Lists
  + Added column for user types
* Dashboards
  + Added counts of users that populated user types
* Release Process
  + Release Notes (0.1.1)
  + Demo Video (https://www.youtube.com/watch?v=eF02s-IFCVg&list=PLqUEp6dHv6LJ1JPPd\_ccHzqRLr-RtWMej&index=3 )

## 0.1.1

* Forms
  + Form 1: Intake
    - Named the form (updated form “Form 1”)
    - Added feedback rating to form
  + Form 2: Feedback
    - Assign feedback to current assets
    - Capture form or name
* Flows
  + Improved flow for Data Management
  + Added approvals
* Lists
  + Update list columns to match form
* Dashboards
  + Initial dashboard in PowerBI
* Release Process
  + Defining release process in RELEASE.md

## 0.1.0

* [Public Facing Form](https://forms.office.com/Pages/ResponsePage.aspx?id=RljVnoGKRkKs2LGgGr_A0UORN1sbN1JHiMPOWPjlMJxUQjRNMDlLNUU4VURaMEdRQ1Q1UkEyVDFCTSQlQCN0PWcu)
  + Entry point for “micro service”
* Power Automate Flow
  + Data Management
  + Approvals
* SharePoint List
  + Data Storage
  + Service Control

# To Do:

* A **power automate flow** that will
  + Send a confirmation e-mail to the sender to
    - Basic introduction to GCmobility via GCmobility Information Package.
    - Verified and Valid e-mails can opt-in to receiving updates via e-mail
    - Non verified and/or non valid GC e-mails will be “held until later” when we can validate them
  + Update for new fields
  + E-mail format validation
* GCmobility Information Package.
  + We prototyped this already
* GCmobility Privacy Notice
  + I lifted a sample Privacy Notice from a recent TBS online job application process.
  + Announcements of initial release through above identified channels

# Latest Team Retrospective Notes

### Start

**DS**

* Adding to Deck the step-feature update that we want to DEMO
* Start Demos with the Forms

**KR**

* Assigning a person to keep us on point

**AM**

* Practicing what learned same day ideally (EX: testing...should be done same day)
* Doing some more check ups

**JM**

* Clearer Direction (We appear to be slowly sliding into chaos)

### Stop

**DS**

**KR**

* Getting too deep into “rabbit holes”

**AM**

* Moving on if not sure I understood.

**JM**

* Setting grandiose goals – aim for success until we are “caught up”

Continue

**DS**

**KR**

* Helping team to achieve end-results

**AM**

* Taking new information to run different roles

**JM**

* Helping each other out, building slides for one another, assisting with tools we don’t have expertise in, and so on