

Mario David: LIP

Early Adopters

When a site wants to become an EA, it should:

1. The site administrator(s) should have or open an account in **SSO**.
2. (*This might change in the near future*) Send mail to david@lip.pt, with:
 - 2.1. Name of the site admins
 - 2.2. Their e-mail
 - 2.3. Site Name
 - 2.4. Component for which it is proposing the SR.

There should be an EA group in **SSO** and in **RT** with all EA site admins.

Workflow of new MW versions

1. Software providers / EMI / Product teams (PT)
 - 1.1. A new version of a component has been produced. At this stage or earlier, the PT has/will create a new ticket in the RT. This ticket will be in the RT queue “staged-rollout”.
 - 1.2. The version of the component is in the “Certified” status.
 - 1.3. The PT has pushed the packages (rpm, deb, tar, etc.) into the EGIREpo called “contributed” and the EGIREpo team will put it into the “scratch” repo after basic package verification (checksum, signatures, etc.)
 - 1.4. The PT will put into the RT ticket the following information:
 - 1.4.1. Release notes, or the link to it.
 - 1.4.2. Changelog, or the link to it.
 - 1.4.3. Certification report(s) (from the agreed quality assurance documentation and tests). Or link to it.
 - 1.4.4. Link to documentation: Users Manual, Admin Manual, etc. . The documentation should be updated to this component version if applicable.
 - 1.4.5. Links to all bugs, issues, features in this new release.
 - 1.4.6. It assigns the ticket to the EGI MU group.
2. EGI MW Unit (MU)
 - 2.1. Verifies the new version (I will not detail anything else here).
 - 2.2. Puts or triggers the packages into the “beta” repo.
 - 2.3. Inserts the URL of the repo or the URL of all the packages in the RT ticket. This will be used later by the EAs to make the SR.
 - 2.4. Sets the status of the RT ticket into “verified”, at this point the ticket will be assigned to the SR coordinator which is thus notified that new packages are ready for the SR process.
3. EGI Ops Unit (OU)
 - 3.1. The OU coordinator sets all EA group as CC watchers of the ticket. In this way all EA

- site admins are notified that a new version of MW component is available for SR.
- 3.2. Any EA wanting to do SR on the component should enter in the RT and put into the comment field: “accept” “site name” within 1 working day after the notification, and set itself as “AdminCC” for that ticket.
 - 3.3. The OU coordinator can check/control after 1 day if all tickets have “accepted” SR, or if any are missing, it will take action. This might be, by calling for volunteer sites to do SR on the ones missing “accepted” state. It will also check that all EA that accepted the ticket have put themselves as “AdminCC”.
 - 3.4. A given EA should primarily “accept” SR on the components it has proposed to do. It is nonetheless possible to do SR on other components, even if not on a regular basis.
 - 3.5. When the EA finishes the SR, it will fill the SR report template and put a “done” in the comment field to signify that it has finished it's task.
 - 3.6. For a given ticket, only after all EAs put a “done” on the ticket, will the OU coordinator close the ticket, writing the outcome and possible further comments.

SSO : <https://www.egi.eu/sso/>

RT : <https://rt.egi.eu/>

EGIRepo : <http://repository.egi.eu/>

EA : Early Adopter site

SR : Staged - Rollout