

5) Development phase

When the design phase is completed and Design has handed over the design specification, guidelines and Mega Template, the development phase can start.

Note that continuous code reviews are crucial to ensure proper development. It's the **Project Manager's (PM)** responsibility to ensure code reviews are done according to Awave's **Code Handling** and the **checklists** for each development environment/CMS/software.

Step-by-step routine for development

Stage 1 – create:

- 1) **PM** creates a case in case management system **Jira** when the project is about to begin. (For some already existing projects however, we still use **Redmine**.)
- 2) **PM** assigns the case to a developer (DEV). DEV is chosen based on experience with similar tasks and availability.
- 3) If it's a new client/project, **DEV** ensures repositories are created in the version control system **GitLab** for the framework of the master branch, a development branch, and a demo branch (based on the master branch). Ongoing projects should already have such a repository.

Stage 2 – perform and testing:

1. **DEV** ensures that a feature branch based on the development branch is created for each new task. Each feature branch should be named according to `/#TASK_ID_FROM_REDMINE_OR_JIRA`.
2. **DEV** uses basic functions in platforms, and programs are installed if the project so requires (check list of **Approved software and services**). When it comes to collecting data and data storage for in-house developed functionalities, any platform's built-in functionality should primarily be used.
3. **PM** ensures ongoing reconciliations where both **DEV** and **Designer** takes part, to ensure development and design are developed according to time schedule and budget. Appropriate **checklist-s** and the **Code Handling** shall be used for ongoing peer reviews.
4. **DEV** ensures that safety testing is performed continuously, using <https://owasp.org/www-project-top-ten/>

Stage 3 – merging:

1. **DEV** ensures coded data is entered into the feature branch and to the demo branch.
2. **DEV** makes an additional check to ensure the code works with the latest version from the demo branch.
3. Additional testing is done, and any deviations are rectified in the feature branch by **DEV**.

*Note that any additional orders from the client should be documented and invoiced separately, as well as **saved accordingly**. It is of utmost importance that the client understands what kind of development is included in the project.*

***PM** is responsible for this communication and for planning budget and time schedule for the project.*