

Instructions for Completing a “BCAG Engineering Technology Software Release Request”

Requested Software

List software requested. Configuration Management will release the latest production version unless otherwise specified.

Justification and Impact Statement

All that is required is a brief explanation of the intended use of the software. If possible, include the project involved. A couple of examples are:

The software will be used to analyze flight test data for the ATF.

The software will be used to produce the AWACs flight manuals.

The software will be used to analyze wind tunnel data for a classified project.

Non-Disclosure Agreement

The requester, signs and fills in the requester’s information and then has his/her second level or higher manager counter-sign. It must be signed by at least a 2nd level manager!

Approval/Disapproval of Request

Signed by appropriate group, example; Dan Russell for SCID, Dave Mora for SWS software, etc.

non-BCAG Site Information Sheet

Fill out completely. We use this information to track who actually has the software so we can contact them if the need arises. The “System Administrator” is the person that we will contact about installing the software on your system. If you do not have one, we need the name of someone who can answer questions such as:

Can the software be delivered across the network? (Not always possible, especially for classified programs.)

If the network is not available, what is the preferred media (tape, floppy disk, optical disk) and what size media?

Do you have the BCAG Common Directory Structure implemented?

Do you have installer?

Do you have access to anonymous FTP on bcmsa?

non-BCAG SITE INFORMATION SHEET

Return to CONFIGURATION MANAGEMENT at Mail Stop 6F-67

or email to: DL CM S/W DCSS Analysts

USER CONTACT INFORMATION

NAME: _____ Org. : _____

PHONE: _____ M/S: _____

E-Mail Address: _____
(if available)

SUPERVISOR: _____ Org. : _____

SITE: _____

MACHINE INFORMATION

NAME (HP, APOLLO, IBM RS/6000, ETC.): _____

MODEL (DN3500, HP400, 520, HP730, ETC.): _____

O/S (SR10.4, AIX 3.2.5, HP-UX 9.01): _____

DISTRIBUTION INFORMATION

GATEWAY NAME/ADDRESS: _____

LOCATION (BLDG, FLOOR, COLUMN): _____

PREFERRED SOFTWARE TRANSFER METHOD:

____NETWORK, ____MEDIA: FORMAT _____

WHICH SOFTWARE GROUP (SCID, SWS, WEIGHTS, ETC) : _____

INSTALLATION READINESS:

____ (Y/N) /boeing directory tree already present?

____ (Y/N) /boeing/sw/admin/bin/installer already present? **Enter version # (e.g. D03):** _____

SYSTEM ADMINISTRATOR INFORMATION

NAME: _____ Org.: _____

PHONE: _____ M/S: _____

E-Mail Address: _____
(if available)

Comments: