

UNIVERSITY OF HOUSTON-DOWNTOWN
**SYSTEM DEVELOPMENT LIFE CYCLE &
PROJECT MANAGEMENT FOR IT DEVELOPMENT PROJECTS**

1. PURPOSE

System Development Life Cycle (SDLC) methodology, coupled with UHD's IT Project Management processes, provide a context and toolset for controlling and managing activities which produce software or application system products as authorized by the University of Houston-Downtown. The objective is to imbed a set of controls and practices to ensure that Information Technology products are secure, reliable and conform to applicable requirements, standards and procedures.

2. PROCEDURES

2.1 Information Technology is responsible for developing, maintaining, and utilizing a SDLC process for UHD. The process must be implemented within the context of the IT Project Management processes, and utilize the SDLC guidelines included in the Statewide Project Delivery Framework as a resource.

2.2 Where applicable, the following areas should be addressed in the SDLC and/or Project Management Processes for system development or application system projects:

- Preliminary analysis or feasibility study
- Risk identification and mitigation
- Requirements definition and analysis
- Scope definition & management
- Design and development
- Technical environment analysis, set-up and configuration
- Change management
- Functional configuration and access management
- Technical and functional testing
- Security
- Data integrity
- Code integrity
- User acceptance
- Separation of duties in production implementation
- Production implementation
- Service level agreement(s)
- Disaster recovery and business continuity planning

Post implementation review

- 2.3 Use and customization of the UHD SDLC process is to be determined on a program/project basis, and is the responsibility of the IT Compliance and Project Management Office, in coordination with the Chief Information Officer.