



**MHHS
PROGRAMME**
Industry-led, Elexon facilitated

MHHS ADO Training Guide

Defects

#1 Permissions and Access Requests

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MHHS Programme – Permissions and Access Requests

Change Record

Date	Author(s)	Version	Change Detail
22/09/2023	Dean Bailey	0.1	Initial draft
06/10/2023	Dean Bailey	1.0	Updates following SRO review
25/10/2023	Dean Bailey	2.0	Section 2. Groups added

Reviewers

Reviewer	Role	Version
Simon Berry	LDP SI Test Support Manager	1.0
Nicola Farley	MHHS Qualification Manager	2.0
Kiran Raj	MHHS SIT Functional Test Lead	2.0

MHHS Programme – Permissions and Access Requests

Document References

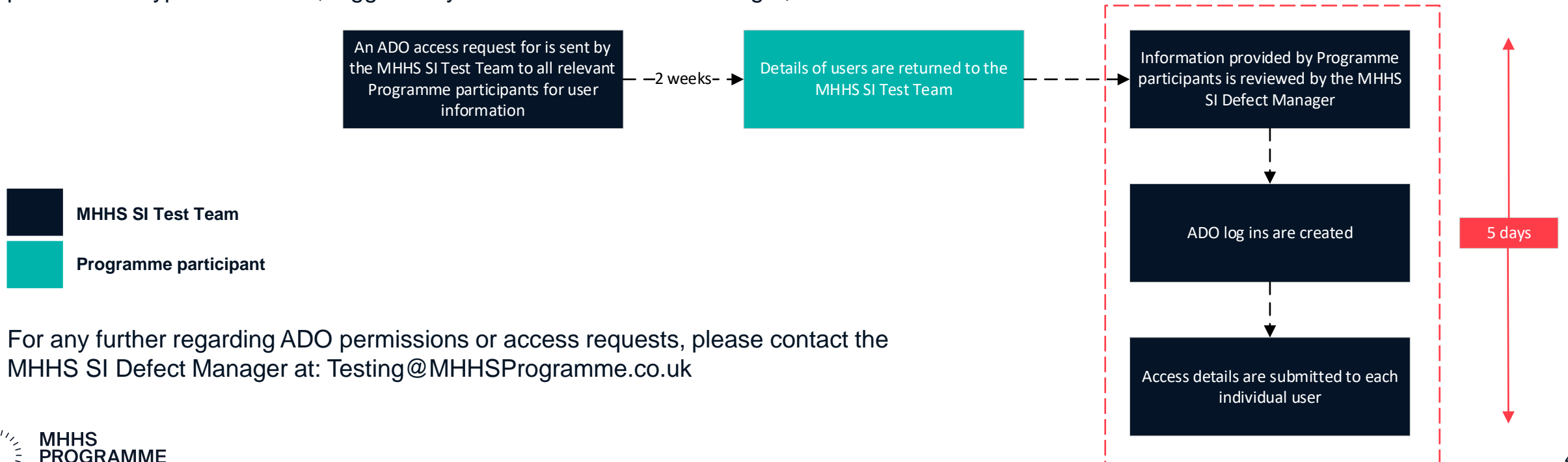
Ref no.	Document name	Published
MHHS-DEL1704	MHHS ADO Training Guide #3 Raising a Defect in ADO	05/03/2024
MHHS-DEL1705	MHHS ADO Training Guide #1 Release Management Form	05/03/2024
MHHS-DEL1706	MHHS ADO Training Guide #1 Executing Test in ADO	05/03/2024
MHHS-DEL1703	MHHS ADO Training Guide #2 Defect Status Overview	06/10/2023
MHHS-DEL1707	MHHS ADO Training Guide #1 Creating Queries and Dashboards in ADO	06/10/2023
MHHS-DEL1736	MHHS ADO Training Guide #1 Environments Downtime Form	06/10/2023
MHHS-DEL 1701	MHHS ADO Training Guide #1 Permissions and Access Requests	06/10/2023
MHHS-DEL1796	Defect and Release Management Lifecycle diagram	06/10/2023

MHHS Programme – Permissions and Access Requests

To support the effective handing of the various ADO capabilities, the following permissions have been created.

Support Activities	Access to Defect Management, Release Management, Environment downtime and reports	Typical use for: Defect, Test, Project, Environments and Release Managers
Test Execution	This will provide access to the 'Test Plan' area of ADO, including Defect Management, Release Management, Environment downtime and reports	Typical use for: Tester, Test Manager

The level of access provided to an individual user will be defined at the point an access request is raised. The below diagram highlights the process and typical timelines, triggered by the MHHS SI Defect Manager, ahead of each CIT Interval:

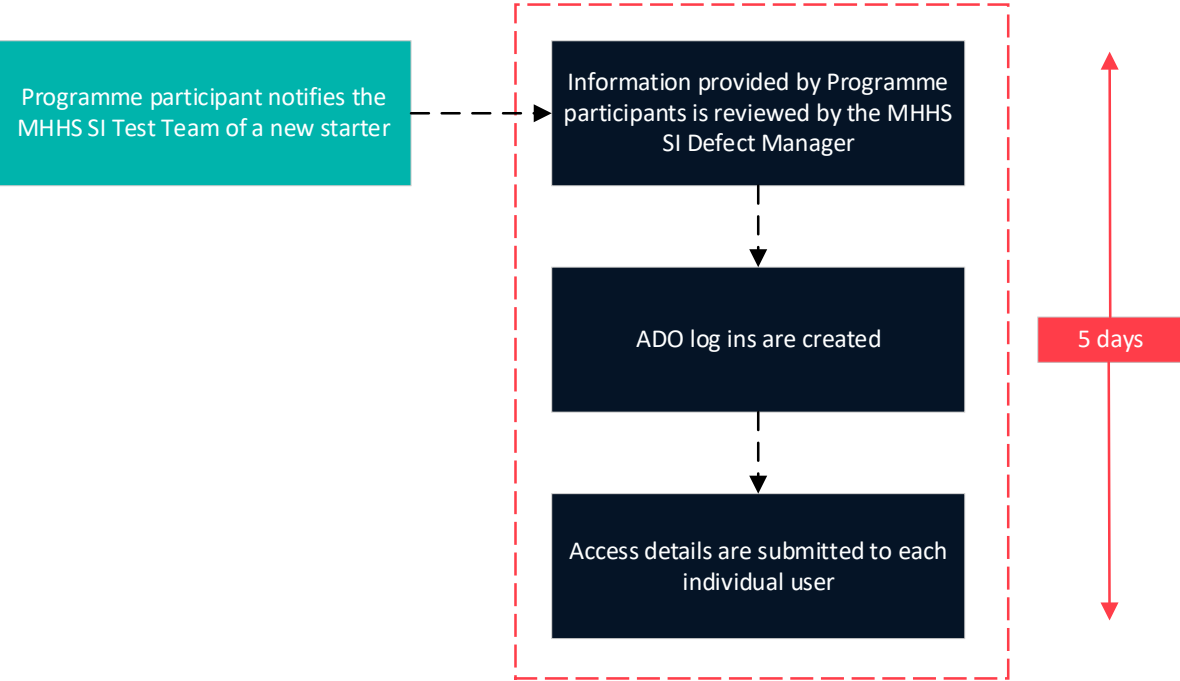


For any further regarding ADO permissions or access requests, please contact the MHHS SI Defect Manager at: Testing@MHHSProgramme.co.uk

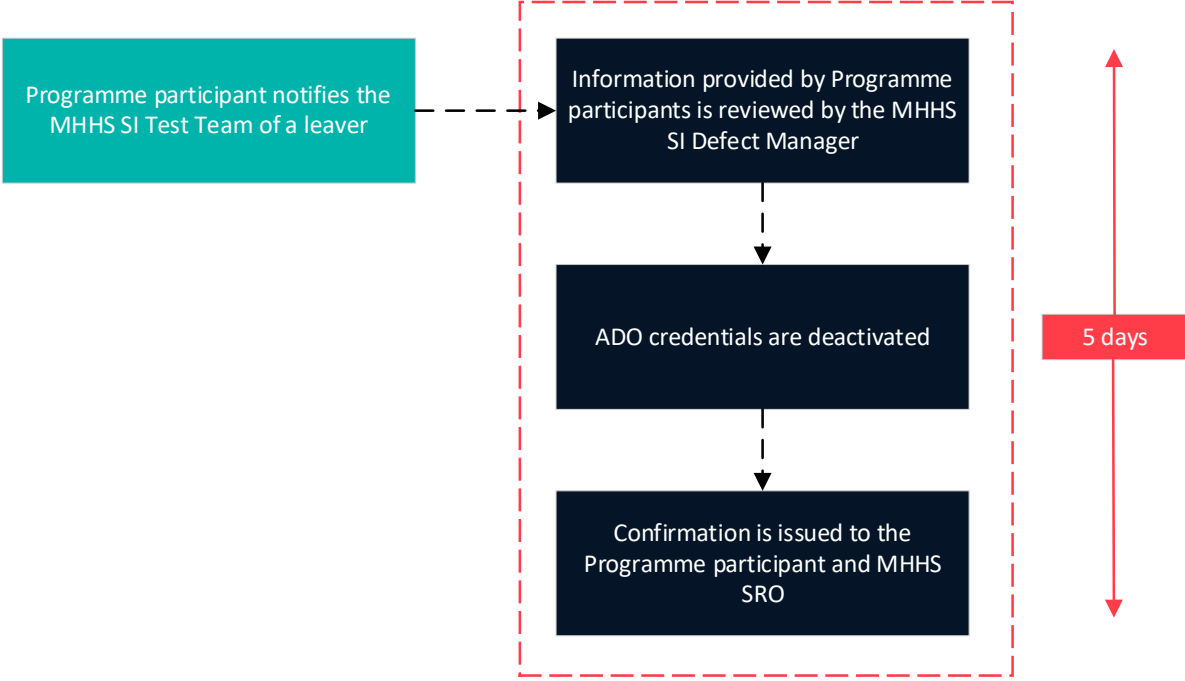
MHHS Programme – Permissions and Access Requests

The below diagrams detail the process for new starters and leavers.

New starters:



Leavers:



Note:
This process is to only be followed outside of the initial set up process initiated by the MHHS SI Defect Manager

MHHS Programme – Permissions and Access Requests

Notes:

- It is anticipated that each Programme Participant will require access for 5 users. For any additional users, please reach out to the MHHS SI Defect Manager at Testing@MHHSProgramme.co.uk
- Programme participants will only be able to view defects that are raised in their own instance. If to support the resolution process a defect requires moving between instances, this will be actioned by the MHHS SI Defect Manager.



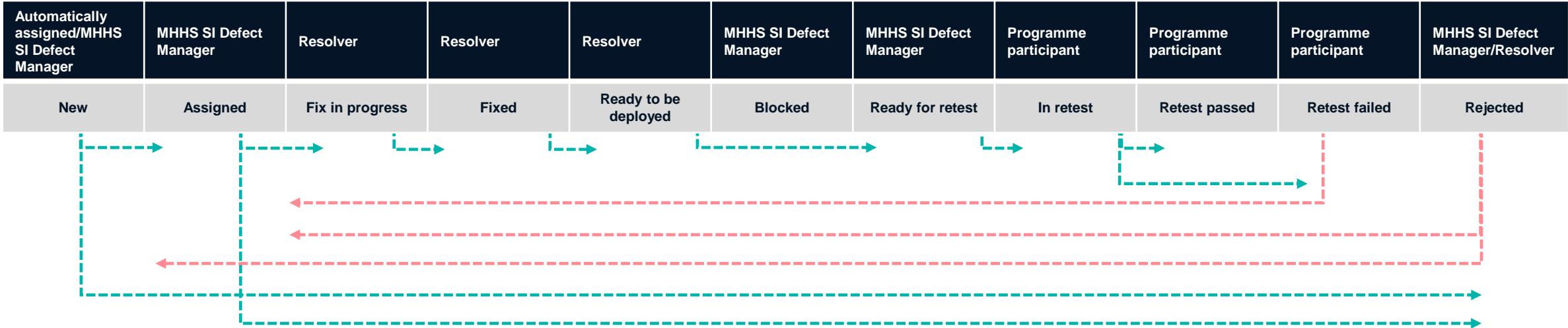
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1. Defect Status and permissions

MHHS Programme – Defect Status and permissions

The below diagrams depict the transition defect progress statuses. Each status will be the responsibility either the SI team, Test Participant or Resolver.

Defect (progress) status:



A full view of the defect lifecycle, including Release Management process can be found on the Collaboration Base (MHHS-DEL1796 Defect and Release Management Lifecycle diagram).



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2. Groups

MHHS Programme – Groups

To help monitor the progress of a defect, groups have been created in ADO and will be used to populate the ‘Assigned to Group’ field. These are a clear indicator as to who has current responsibility of a defect. The groups and responsibilities of maintaining these can be found in the diagram below:

Main groups throughout the Defect lifecycle

[MHHSProgramme]\SI Defect Management

- Will be automatically set when a new defect is raised

[MHHSProgramme]\SI Release Management

- Will be automatically set when a new release request is raised

[MHHSProgramme]\Resolver (i.e. Avanade)

- To be set by the SI Defect team when a defect is assigned out to resolver
- To be set by the SI Release Management team when a release request is assigned back to resolver

[MHHSProgramme]\Test Participant (i.e. Helix)

To be set by the SI Release Management team when a defect is assigned back to participant for retest

Other available groups

[MHHSProgramme]\SI Test Data

To be used when assigning defects to the SI Data team for investigation

[MHHSProgramme]\SI Design

To be used when assigning defects to the SI Design team for investigation

[MHHSProgramme]\SI Test Assurance

To be used when assigning defects to the SI Assurance team

Note: Groups will be maintained throughout testing and additional groups will be introduced as the programme progresses through CIT Intervals.