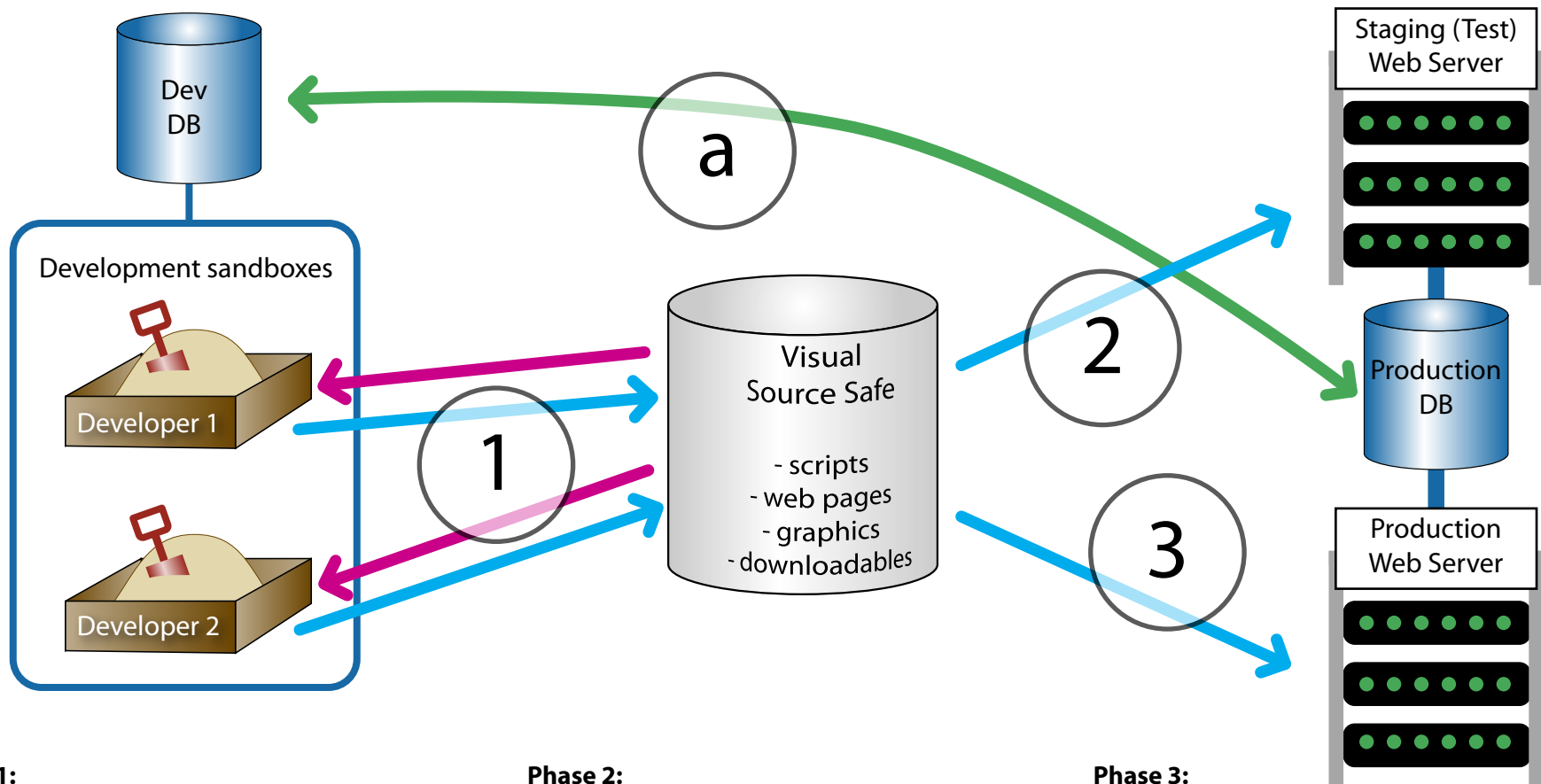


**Model 1: Each Developer has a private “sandbox”**  
 (Requirement: all servers and databases MUST be kept synchronized!)



**Phase 1:**

- Every developer has their own “sandbox,” each with a unique UR for testing.
- All files are deployed through VSS:
  - Checked in when created then checked out for editing;
  - Checked back in for promotion to Staging;
- On the working server(s), VSS write-protects checked-in files as a reminder.
- VSS shows who has files checked out, so everyone knows who is working on what.
- VSS tools allow developers to reconcile multiple versions of the same file

**Phase 2:**

- VSS copies of files are deployed to Staging.
- Direct copy of files between servers is NOT permitted.
- Procedure to fix bugs found during testing on Staging is:
  - Files are checked out to Developer sandbox for editing.
  - Changed files are checked back in, then copied from VSS to Staging for further testing.

**Phase 3:**

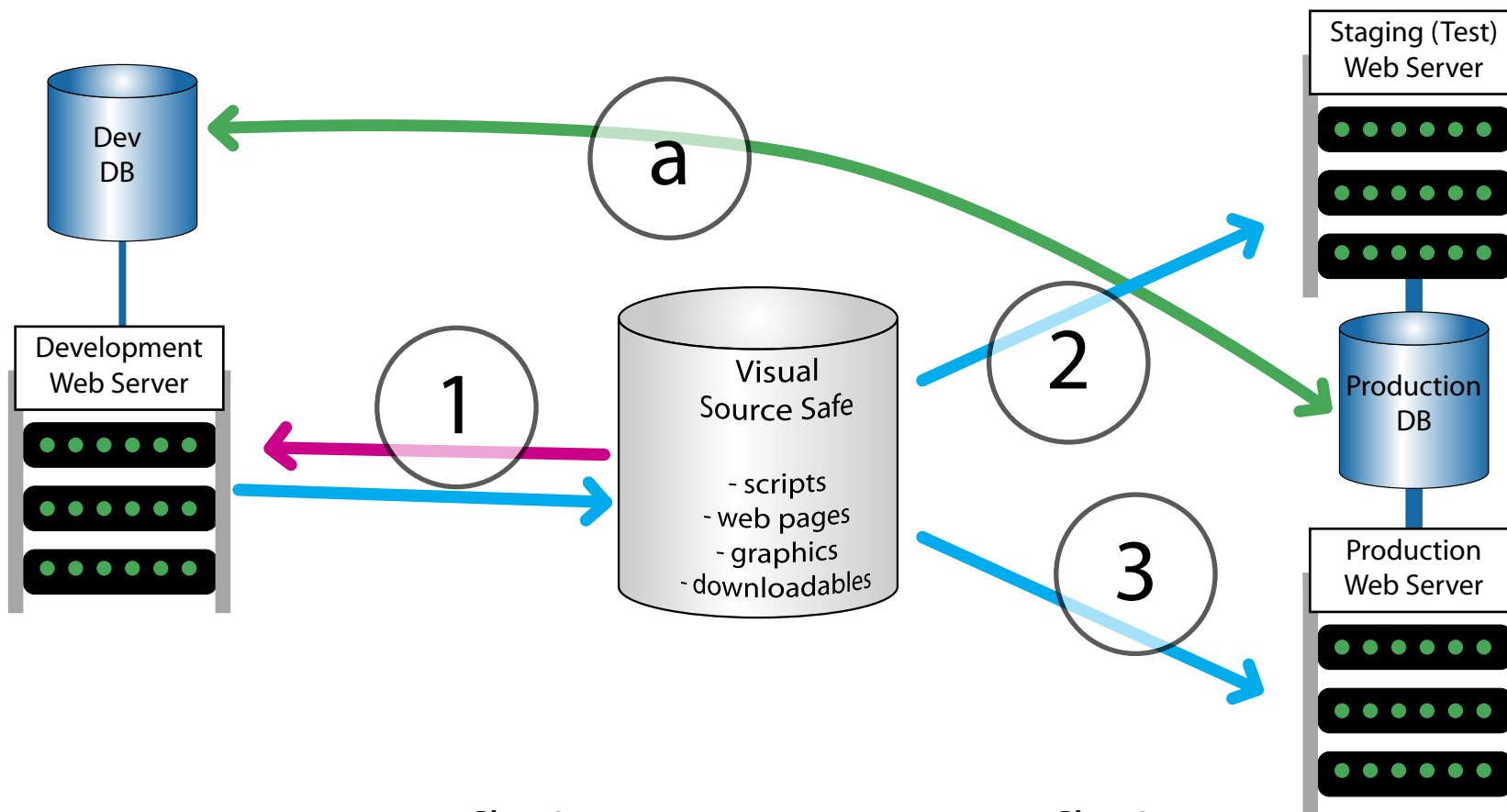
- VSS copies of final files are deployed to Production.
- VSS permits roll-back to previous versions of any files found faulty after deployment.
- VSS records who and when files were checked out or in, or copied to any server.

**Note a:**

- Database structures and data are synchronized outside of VSS, through scripting.

## Model 2: All Developers work in the same folders on Development Server

(Requirement: all servers and databases MUST be kept synchronized!)



### Phase 1:

- Developers share a single development space.
- All files are deployed through VSS:
  - Checked in when created; checked out for editing;
  - Checked back in for promotion to Staging;
- VSS write-protects checked-in files, reminding Developers to check files out before editing.
- VSS shows who has files checked out, so everyone knows who is working on what.
- Risk is that 2 Developers could edit the same file at the same time, with no way to reconcile through VSS

### Phase 2:

- VSS copies of files are deployed to Staging.
- Direct copy of files between servers is NOT permitted.
- Procedure to fix bugs found during testing on Staging is:
  - Files are checked out to Developer sandbox for editing.
  - Changed files are checked back in, then copied from VSS to Staging for further testing.

### Phase 3:

- VSS copies of final files are deployed to Production.
- VSS permits roll-back to previous versions of any files found faulty after deployment.
- VSS records who and when files were checked out or in, or copied to any server.

### Note a:

- Database structures and data are synchronized outside of VSS, through scripting.