Custom Aurora Release Agreement

This Custom Aurora Release Agreement is dated as of _____ between University Information Technology Service (UITS) (Party A) and _____ (Party B) for releasing custom development code from _____ Aurora sandbox (___.dev.uconn.edu) to _____ Aurora Production (_____).

1. **DEFINITIONS**

   1.1. "Sandbox" is a development environment that B needs for custom theme or plugin development.

   1.2. "PROD" is the production environment where the live _____ websites are hosted.

   1.3. "TEST", _____.test.uconn.edu, is a test/staging environment where B tests the custom theme or plugin before releasing the custom development to PROD, defined in 1.2.

   1.4. "Central Assets" are central themes that A develops and plugins that A develops or purchases for Aurora.

   1.5. "Hotfix" is an off schedule update by B to fix issue(s) with themes and/or plugins on PROD.

   1.6. "Code" is the source code of the custom theme/plugin developed by B

   1.7. "Release Manager" is a utility developed by A to allow B to deploy code changes from Sandbox to TEST.

2. **RESPONSIBILITIES**

   2.1. B's responsibilities

      2.1.1. Develop custom themes/plugins on the Sandbox.

      2.1.2. Deploy the code changes from Sandbox to TEST, using the Release Manager.

      2.1.3. Notify A and submit the code to A one business day before normal release

      2.1.4. Notify A and submit the code to A whenever a hotfix is ready for release

      2.1.5. PROD is a WordPress multi-site instance. B will be the network admin, managing accounts, user accesses and lib.uconn.edu domains, enabling or disabling the themes and plugins.

   2.2. A's responsibilities

      2.2.1. Be responsible for the maintenance and support of the central assets in all environments

      2.2.2. Release B's code from TEST to PROD within one business day for normal release

      2.2.3. Work with B to release the hotfix at the earliest convenient time

Signatures

UITS CIO Designee
Jila Kazerounian

Dean/Department Head Designee

UITS Web Team Lead
Yi Zhang

Designated Staff