

## Process for publishing a new CDA\_SDTC schema with updated extensions or an additional stylesheet.

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Step 1: Uploaded the artifact to the SDWG project Release section on GForge via the manage packages option found here: <http://gforge.hl7.org/gf/project/strucdoc/frs/?action=index>

- If it's the first release of the package it will have to be added as a new package (as opposed to a new release of an existing package).
- Release package numbering – Keep it simple – the first release is 1.0 with new major releases incrementing that by 1. Minor releases would be a “dot” release (1.1). If you're not sure it's a major or minor release, ask the co-chairs. Use the release number as the release name in GForge (a required field for a release).

Step 2: In GForge – Manage Packages, select the package you are releasing and press “Add Release” button.

- This brings up the Add Release form, which needs to be filled out. Use the release number as the release name (required). Add Release notes and document the changes. Use the current date as the release date. Towards the bottom of the file is a place to upload the release package zip file. For the initial upload, use the default status for the release as “0-Proposed”.

Step 3: Send a note to the SDWG list (copy the co-chairs) that a new release package is available for review on GForge. Provide a link and a description of the changes. You can request that reviewers let you know if they intend to review the package and how long they need to do that. Don't be surprised if you don't hear from anyone. In the absence of any reviewers volunteering, give it a week and then request the co-chairs add approving the release packager on a SDWG call.

Step 4: Once the review period is over, (1 week, or whatever the reviewers indicated the needed), request the co-chairs add approving the release packager as a “Alpha” release on a SDWG call.

Step 5: After the package is approved on a SDWG call, go back to GForge and change the release development status of the Release package to “3-Alpha”.

Step 6: If at some point the release package is actually piloted and no defects are identified, then you can propose to SDWG on a conference call that the release package be promoted to “Beta” status. If that's approved, update the status of the package to “4-Beta”.

Note: If the schema has to be changed as a result of the pilot, then you actually need a new release. If the changes were actually tested during the pilot, you can propose the artifact being released as “Beta” immediately (instead of “Alpha”)