APPENDIX V

GLOSSARY OF TERMS AND ABBREVIATIONS

Appendix V – Glossary of Terms and Abbreviations

Term	Definition
2NF / 3NF	Database Second / Third Normal Form
AAR	After Action Review
AD	Microsoft Active Directory
API	Application Programming Interface
APQ	Application Profile Questionnaire
BAFO	Best and Final Offer
BBSS	Bureau of Business Solutions and Services
BIO	Bureau of Infrastructure and Operations
BLUEPRINT	Conceptual representation of functions and subsystems for the MVDLS project.
CARATS	Commonwealth Automated Registration and Titling System
COTS	Commercial Off The Shelf
CPM	Critical Path Method
DBE	Federal Disadvantaged Business Enterprise Program
DCNR	Department of Conservation and Natural Resources
DEV	Development Technical Environment
DGS	Department of General Services
DL&C	Driver License and Control System
DVS	Driver and Vehicle Services
EASM	PennDOT's Enterprise Architecture and Service Management
EDMS	Electronic Document Management System
E-GOV	PennDOT's website supports both transaction processing and acts as a public information center. DMV customers conduct millions of transactions each year. Many of these transactions are completed in-person at a field office or though the U.S. mail using paper documents.
EPMM	Enterprise project management methodology
ESEC	Enterprise Application Security Solution
ETL	Exchange, Transform and Load
FAA	Federal Aviation Administration
FBC	Fish and Boat Commission
FHWA	Federal Highway Administration

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FR	Financial Responsibility
FTA	Federal Transit Administration
FUNCTIONAL EQUIVALENCE	Characteristic of the MVDLS Solution whereby it demonstrates all of the functionality currently leveraged by PennDOT in existing legacy systems.
GUI	Graphical User Interface
IAD	Infrastructure Architecture Design
IIS	Microsoft Internet Information Services
INITIAL WORK PACKAGE	A period at project commencement which serves as an opportunity for contractor to perform a gap analysis, finalize the requirements to address any gaps, develop a high level design, reconfirm the project schedule and cost submitted.
ISTO	Information systems and technology office
IT	Information Technology
ITERATION	A short, focused full software development lifecycle effort for specific functionality. Multiple iterations make a release.
ITIL	Information Technology Infrastructure Library
ITP	Information Technology Policies
ITPDD	Bureau of Information Technology Project Development and Delivery
MVDLS	Modernized Vehicle And Drivers License System
NHTSA	National Highway Transportation Safety Administration
OA	Office of Administration
OA/OIT	Office of Administration, Office for Information Technology
OIT	Office of Information Technology
PACS	Pennsylvania Compute Services
PDIF	Data Integration Facility
PDJF	Java EE Application Framework
PEMT	Project Execution Management Team
PennDOT	Pennsylvania Department of Transportation
PERT	Program Evaluation and Review Technique
PGC	Project Governance Committee
PM	Project Manager
PMO	Project Management Office
PROD	Production Technical Environment
RACI	Responsible, Accountable, Consulted, Informed
RAID	Risks, Actions, Issues, Decisions Tracker

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RELEASE	A package of software functionality, made up of iterations, that can, upon PennDOT approval, be deployed to the production environment and used for regular PennDOT processing.
ROC	Riverfront Office Center
SECM	Software Engineering and Configuration Management
SLA	Service Level Agreement
SOA	Service Oriented Architecture
SYST	System Test Technical Environment
UAT	User Acceptance Test or User Acceptance Test Technical Environment
WAS	IBM WebSphere Application Server