

# Table of Contents

<b>Introduction</b>	<b>3</b>
Purpose	3
Objectives	3
Key Stakeholders	3
<b>Current System Assessment</b>	<b>3</b>
Performance and Security Analysis	4
Plugins and Customizations	4
<b>Upgrade Benefits and Objectives</b>	<b>4</b>
Enhanced Security and Compliance	4
Improved Performance and Scalability	5
New Features and Capabilities	5
<b>Risk Analysis and Mitigation</b>	<b>5</b>
Compatibility Risks	5
Data Integrity Risks	6
Downtime Risks	6
Rollback Plan	6
<b>Implementation Plan</b>	<b>6</b>
Upgrade Phases	6
Project Schedule	7
<b>Compatibility and Plugin Impact Assessment</b>	<b>7</b>
Plugin Compatibility	8
Customization Review	8
Deprecated Features	8
<b>Cost and Resource Estimation</b>	<b>8</b>
Resource Allocation	8
Return on Investment	8
<b>Post-Upgrade Support and Maintenance</b>	<b>9</b>
Support Structure	9
Performance Monitoring	9
Issue Resolution	9
<b>Conclusion and Recommendations</b>	<b>9</b>
Recommended Action	10
Next Steps	10



# Introduction

This document presents a proposal from DocuPal Demo, LLC to Acme, Inc. for upgrading your current Strapi CMS. The existing Strapi installation is running version 3.6.8. This upgrade aims to address critical security vulnerabilities inherent in the older version. It will also deliver significant performance enhancements and unlock access to the latest Strapi features.

## Purpose

This proposal details the necessary steps to migrate ACME-1 to a more secure and efficient Strapi environment.

## Objectives

The primary objectives of this Strapi upgrade are to:

- Mitigate known security risks associated with Strapi version 3.6.8.
- Improve the overall performance and stability of the CMS.
- Provide access to new functionalities and improvements available in the latest Strapi version.
- Ensure a smooth and seamless transition with minimal disruption to ACME-1's operations.

## Key Stakeholders

Key stakeholders in this project include the Acme Inc. IT Department, the Acme Inc. Marketing Team, and the DocuPal Demo, LLC Project Team.

# Current System Assessment

Acme, Inc. currently operates on Strapi version 3.6. While this version has served adequately in the past, it now presents several limitations that impact performance and security. Our assessment reveals slow content loading times, particularly during peak traffic, hindering user experience.



## Performance and Security Analysis

We've identified performance bottlenecks related to outdated architecture and unoptimized database queries. API response times are slow under heavy load. Security is also a concern, with potential XSS vulnerabilities due to outdated security patches. These vulnerabilities expose the system to potential exploits and data breaches.

## Plugins and Customizations

The current system utilizes several plugins, including:

- **strapi-plugin-wysiwyg:** Used for content creation and editing.
- **strapi-plugin-content-versioning:** Used for managing different versions of content.
- **Custom API endpoints:** Implemented for user authentication.

These plugins and customizations, while functional, may not be fully compatible with newer Strapi versions and could introduce compatibility issues during the upgrade process. We will need to carefully assess and address these potential conflicts.

## Upgrade Benefits and Objectives

The Strapi upgrade offers significant benefits to Acme, Inc., enhancing security, performance, and overall functionality. The primary objective is to modernize the CMS platform to address existing vulnerabilities and improve operational efficiency.

## Enhanced Security and Compliance

The upgrade will implement the latest security libraries, protecting against potential threats. Enhanced role-based access control offers more granular permission management. This ensures adherence to current compliance standards, reducing legal and reputational risks.



## Improved Performance and Scalability

Upgrading Strapi will deliver faster API response times. This leads to a better user experience and quicker content delivery. The improved integration with content delivery networks (CDNs) ensures optimal performance for globally distributed users. Enhanced database query optimization further contributes to improved speed and efficiency.

## New Features and Capabilities

The upgraded Strapi version provides access to new features that streamline content management. The user interface is more intuitive, simplifying content creation and editing. Enhanced API performance supports more complex application requirements. Role-based access control features provide better control over user permissions.

## Risk Analysis and Mitigation

Upgrading Strapi from version 3.6 presents several potential risks. These risks span compatibility, data integrity, and operational downtime. Proactive mitigation strategies are essential to ensure a smooth and successful upgrade process for ACME-1.

### Compatibility Risks

Plugin compatibility is a key concern. Specifically, the strapi-plugin-wysiwyg plugin may not be fully compatible with the new Strapi version. Custom API endpoints developed for the existing Strapi instance might also conflict with the updated Strapi core. To mitigate these risks, we will conduct thorough compatibility testing of all plugins and custom code in a staging environment before deploying changes to production.

### Data Integrity Risks

Data integrity is paramount during the migration process. Data corruption or loss could occur during the database migration. To address this, we will implement comprehensive database backup and restore procedures. We will also develop and



execute data validation scripts to verify data integrity post-migration. Schema migration testing will be performed to identify and resolve any potential issues before the production deployment.

## Downtime Risks

The upgrade process inevitably involves some downtime. Prolonged downtime can disrupt ACME-1's operations. To minimize downtime, we will carefully plan and optimize the upgrade process. We will use a phased approach, upgrading non-critical components first. This allows us to identify and resolve issues before impacting essential services.

## Rollback Plan

A rollback plan is crucial if critical issues arise during or after the upgrade. We will maintain full database and application backups. Rollback scripts will be prepared for both code and database changes. A clear communication plan will be in place to keep stakeholders informed throughout the rollback process.

# Implementation Plan

The Strapi upgrade will be executed in four key phases. Each phase has specific milestones and deliverables. The DocuPal Demo, LLC Development Team will lead the upgrade, working closely with the Acme Inc. IT Department.

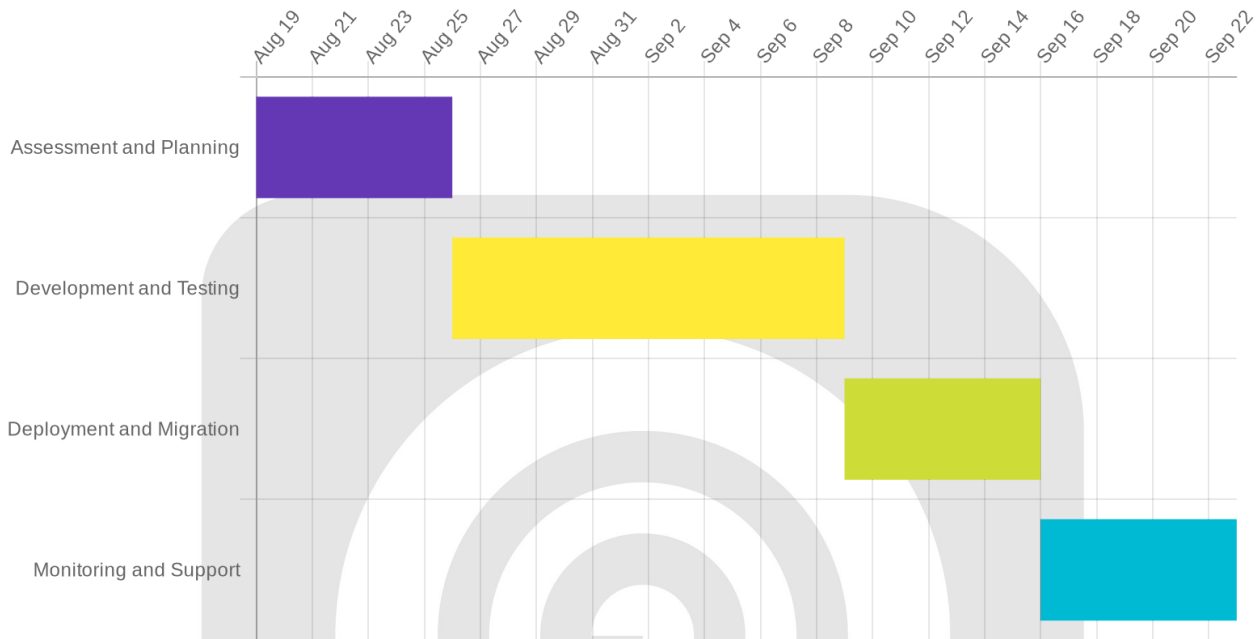
## Upgrade Phases

- 1. Assessment and Planning:** This initial phase involves a thorough review of the existing Strapi 3.6 setup. We will identify potential compatibility issues and create a detailed upgrade plan. This plan will outline the steps, timelines, and resources required for the upgrade.
- 2. Development and Testing:** In this phase, we will perform the actual upgrade in a development environment. We will address any compatibility issues that arise. Rigorous testing will be conducted. Unit tests, integration tests, user acceptance testing, and performance testing will all be employed.
- 3. Deployment and Migration:** Once testing is complete and successful, we will deploy the upgraded Strapi to the production environment. Data migration will be performed carefully to ensure data integrity. A rollback plan will be in place should any issues occur during deployment.



4. **Monitoring and Support:** After deployment, we will closely monitor the upgraded Strapi instance. This is to ensure stability and performance. We will provide ongoing support to address any issues that may arise.

## Project Schedule



## Compatibility and Plugin Impact Assessment

Before upgrading ACME-1's Strapi CMS, we will assess the compatibility of all existing plugins and customizations. This is a crucial step to ensure a smooth transition and minimize potential disruptions. Our assessment will identify plugins that need updates, replacements, or might be incompatible with the target Strapi version.

### Plugin Compatibility

We have identified strapi-plugin-wysiwyg as requiring replacement. We will select a compatible editor and migrate existing content as needed. A detailed migration plan will be provided.



## Customization Review

ACME-1's custom API endpoints for user authentication require adjustments. These adjustments will ensure they function correctly with the upgraded Strapi version. We will thoroughly test these endpoints post-upgrade.

## Deprecated Features

The current media library is deprecated in newer Strapi versions. We will migrate all assets to the new media library. This migration will ensure continued access to all media files. We will also provide training on the new media library features.

# Cost and Resource Estimation

The projected budget for upgrading ACME-1's Strapi CMS is \$15,000. This investment covers all necessary development, testing, and deployment activities performed by DocuPal Demo, LLC.

## Resource Allocation

The upgrade requires both internal and external resources. DocuPal Demo, LLC will provide a dedicated development team. ACME-1 will need to provide access to its IT infrastructure. Cloud hosting resources will also be necessary.

## Return on Investment

This upgrade offers several key improvements. It will reduce security risks, leading to fewer potential data breaches and compliance issues. Faster content delivery will improve user experience and potentially boost engagement. Streamlined content management workflows will save time and resources for ACME-1's content team.

# Post-Upgrade Support and Maintenance

DocuPal Demo, LLC will provide comprehensive support and maintenance services after the Strapi upgrade. Our goal is to ensure a smooth transition and optimal performance of your upgraded CMS.



## Support Structure

A dedicated support team from DocuPal Demo, LLC will be available to address any post-upgrade issues. We will provide internal documentation and training sessions to your team. This will empower your staff to manage the upgraded Strapi CMS effectively.

## Performance Monitoring

We will implement monitoring dashboards and performance logging to track system performance. Regular security audits will be conducted to identify and address potential vulnerabilities. This proactive approach will help maintain the security and stability of your Strapi CMS.

## Issue Resolution

An incident reporting system will be established for reporting any post-upgrade issues. Dedicated support channels will be available for timely assistance. Escalation procedures are in place to address critical issues promptly and efficiently.

# Conclusion and Recommendations

This proposal outlines a comprehensive plan to upgrade ACME-1's Strapi CMS from version 3.6 to the latest stable release. This upgrade is essential to address critical security vulnerabilities, improve overall system performance, and leverage new features for enhanced content management capabilities.

## Recommended Action

We strongly recommend proceeding with the Strapi upgrade as detailed in this proposal. The proposed plan includes a phased approach to minimize disruptions, comprehensive testing to ensure data integrity, and a rollback strategy for unforeseen issues.





## Next Steps

Upon approval, ACME-1 stakeholders should carefully review the detailed project plan, allocate the necessary resources as outlined in the budget, and schedule a kickoff meeting with DocuPal Demo, LLC to initiate the project. This will ensure a smooth and efficient upgrade process.

