Group Report Team 08

# Introduction (Marc)

# Elicitation and Collaboration (Ragesh)

As described in Babok Guide Version 3, as first step we conducted the tasks mentioned as part of the Elicitation and Collaboration Knowledge Area. The objective in this stage was to gain information about the as-Is situation. For this purpose, we first arranged a short meeting with project sponsor, Professor Dr. Knut Hinkelman. The goal of this meeting was to understand and discuss the current (as-is) and potential future (to-be) state. Another objective was to obtain information about potential other stakeholders. Those stakeholders were required to gain information, build requirements out of their inputs and finally to confirm those requirements.

Not every task of Elicitation and Collaboration Knowledge Area was considered in our approach. The following section provides an overview about the tasks and goals, the team conducted in this stage.

**Prepare for Elicitation:**

As a first step, the team discussed the potential stakeholders in a brainstorming session. The stakeholders were discussed based on their knowledge areas – modules taught - and importance to understand the as-is situation. The latter was especially important in defining the stakeholder representing the student’s points of view. Then in a second step the main stakeholders were identified and confirmed within the team. In this stage not relevant stakeholders were eliminated as otherwise too many stakeholders could make the elicitation phase more difficult.

Finally, the determined stakeholders were grouped into two stakeholder group (Students and Lecturers).

After that, based on the stakeholder group corresponding questionnaire were created with stakeholder specific questions. Importance was given on the pre-information to ensure that stakeholders understand the goal of this project. The questionnaire was created in Google Forms and sent out via E-Mail to the stakeholder groups. The stakeholders obtained one-week time to complete the questionnaire.

**Conduct Elicitation:**

Once the deadline for the questionnaire has reached. The gained information (key phrases) from the questionnaire were transferred into an excel spreadsheet.

As a second step the team started to evaluate the key words to prioritize the stakeholder needs and identify potential solutions that may meet those needs.

**Confirm Elicitation Results:**

As a next step, we organized a call with Dr. Andreas Martin (Professor at FHNW) to confirm our elicitation results. We guided the call by informing him about the outcome from the questionnaire and requested him to share his opinion to our results.

We also arranged a focus group with four BSc BIS students to confirm our elicitation results. This was done by creating charts based on their feedback introducing those illustration as part of this focus group meeting. We then further discussed their view on our results.

In both settings the main purpose was to catch any missing information and to close those gaps.

**Which stakeholders were involved and why?**

**Domain Subject Matter Expert :**

* Dr. Prof. Knut Hinkelman and Dr. Prof. Holger Wache having the expertise in the situation of our business objectives and giving us guidance about which other sources should be conducted to get information.

**End User:**

* Lecturers teaching BSc BIS sharing their view on the current situation and providing us with potential future needs to be considered in the business objectives.

**Customers:**

* Graduated BSc BIS Students sharing their experience from the studies and how they could connect their knowledge in their working environment.
* Current BSc BIS Students sharing their feelings and experience during their studies.

**How did you obtain information from stakeholders?**

**Document Analysis:**

Documents regarding the BSc BIS studies at FHNW and a MSc Thesis written by Tatevik Brändlin were analyzed to understand the current situation and already performed surveys and observation regarding this topic.

**Interviews:**

Interviews were conducted with current BSc BIS Students and Dr. Martin Andreas (Lecturer at FHNW) to gain more knowledge about their point of view on the current study programme at FHNW.

**Questionnaire:**

Two different questionnaires (targeting the stakeholder group – students and lecturer) were created and shared via e-mail to gather feedback from stakeholders about their satisfaction and point of view on the current study programme at FHNW.

**How did you communicate with stakeholders?**

Communication with the stakeholder were conducted face-to-face (interviews with Students and Domain Subject Matter Experts) over Skype and with the questionnaire.

**Which techniques were applied and what are the experiences?**

During the collaboration and elicitation phase different kind of techniques were conducted to address the stakeholder groups. Primary selection criteria for the techniques was how the stakeholder group can be attained most effectively to get the most powerful inputs out of them.

As a first step within the project team a brainstorming session was conducted to get a big picture about the understanding of the group members on the business objectives. Based on the first output clustering and topic elimination were conducted to keep the scope lean and achievable during the given timeframe.

Furthermore, the team did document analysis regarding the current situation to gain information around analyses and observations already performed on this topic.

From the document analysis the current study program was understood. Afterwards, the team performed a functional decomposition to break down the insights and to understand what topics are taught at which stage.

Finally to understand the as-is situation interviews were performed and a questionnaire were created and shared with student and lecturers to gain knowledge about the current situation and the point of view by the corresponding stakeholder group.

# Requirements Lifecycle Management (Lawrence)

# Strategy Analysis (Haris)

# Requirements Analysis and Design Definition (Haris)

# Solution Evaluation (Marc)