**Stakeholder Analysis**

**NASA EVA Gamification**

*Group 3*

**Prepared By**

Victoria Guadagno

Okechukwu Ogudebe

Jacqueline Macfadyen

Michael Salgo

Kevin Fortier

# Purpose

The stakeholder analysis is used to identify stakeholders in the project. This becomes critical as this project will be passed on to several different teams before it is completed. Having the stakeholders identified will help reduce confusion and increase consistency between the different teams.

# Stakeholder Register

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Stakeholder Name | Title | Project Role | Contact Information | Notes |
| Daren Welsh | EVA Instructor & Flight Controller | Liaison | [darenwelsh@gmail.com](mailto:darenwelsh@gmail.com) |  |
| Extra-Vehicular Activity (EVA), Johnson Space Center, NASA |  | Sponsor |  |  |
| Dr. Michael Brown | Professor | Professor | [michael.brown@umuc.edu](mailto:michael.brown@umuc.edu) |  |
| Victoria Guadagno |  | Documentation Lead | [vickimc@gmail.com](mailto:vickimc@gmail.com) | Spring 2018 Team |
| Okechukwu Ogudebe |  | Testing Lead | [orklala@yahoo.com](mailto:orklala@yahoo.com) | Spring 2018 Team |
| Jacqueline Macfadyen |  | Database Lead | [jakkisisk@gmail.com](mailto:jakkisisk@gmail.com) | Spring 2018 Team |
| Michael Salgo |  | Team Lead | [msalgo@outlook.com](mailto:msalgo@outlook.com) | Spring 2018 Team |
| Kevin Fortier |  | Lead Developer | [kevin.fortier@gmail.com](mailto:kevin.fortier@gmail.com) | Spring 2018 Team |

# Stakeholder Analysis (Daren Welsh)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Stakeholder Name | Internal or External Stakeholder | Unaware, Resistant, Neutral, Supportive, or Leading? | Level of Influence (1-5 with 5 being the lowest) | Ability to Impact Resources (1-5 with 5 being the lowest) |
| Daren Welsh | External | Supportive | 1 | 5 |

# Stakeholder Inquiry (Daren Welsh)

* What does this stakeholder need?
  + A fully developed gamified Wiki for EVA training
* What expectations does this stakeholder have?
  + [To be determined]
* What is this stakeholder’s greatest concern?
  + [To be determined]
* What is needed from this stakeholder?
  + Information on MediaWiki and requirements
* What is the risk if this stakeholder is not engaged?
  + Complete failure of the project
* Should we monitor, keep informed, keep satisfied, or management closely?
  + Keep satisfied
* Describe the communication strategy (include the methods and frequency)
  + Communicate requirements when documented to get approval; update for every milestone
* What information should be distributed to this stakeholder and what concerns should be address? How and when?
  + Every deliverable should be provided to Daren
* What are the most important times/phases for engaging this stakeholder and how should this stakeholder be engaged?
  + Requirements gathering
* Who is the person responsible for performing the activities described above?
  + Michael Salgo will be the person to interact with Daren

# Stakeholder Analysis (Dr. Michael Brown)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Stakeholder Name | Internal or External Stakeholder | Unaware, Resistant, Neutral, Supportive, or Leading? | Level of Influence (1-5 with 5 being the lowest) | Ability to Impact Resources (1-5 with 5 being the lowest) |
| Dr. Michael Brown | Internal | Supportive | 1 | 1 |

# Stakeholder Inquiry (Dr. Michael Brown)

* What does this stakeholder need?
  + A complete Project Plan detailing all deliverables and schedule
* What expectations does this stakeholder have?
  + The team will meet the Project Plan
* What is this stakeholder’s greatest concern?
  + Planned schedule is met and planned deliverables are delivered
* What is needed from this stakeholder?
  + Questions answered on an as-needed basis
* What is the risk if this stakeholder is not engaged
  + Failing grades
* Should we monitor, keep informed, keep satisfied, or manage closely?
  + Keep informed
* Describe the communication strategy (include the methods and frequency)
  + Communicate questions as needed; provide deliverables as detailed in the Project Plan
* Who is the person responsible for performing the activities described above?
  + Michael Salgo will be the main contact person for Dr. Brown, but all team members will interact as needed