Get Lost!

A Document which shows how eaDocX™ can be used with Enterprise Architect.

Document: Sample #2

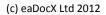| Document file name	Sample 2 - Project Report - FINAL.docx

Generated on	Author	Repository
26/04/2012	eaDocX Sales	Z:\2 - GetLost Project Example and Documents\Get Lost Project Example.eap

Category	Comments	File
FINAL	Shows how EA & eaDocX can be used to produce reports for Project Managers	C:\Users\Ian\Documents\7 - eaDocX Training

1 Project Background

This section has some general information about the project - why we're doing it, who our main competitors will be, and the main people who are involved plus their roles.

Contains:

- Intro text
- Organisation
- Competitor analysis

1.1 Organisation

This section contains the current organisation of the new GetLost company. We will attach Requirements, Issues etc to these individuals, rather than to their project roles, in order to track individual involvement.

1.1.1 Steering group

Ref	Individual	Is involved with requirements
AC00	Martin Jones - CEO	Quotes, Providers, Options
AC01	Clare Smart - COO	Reporting, Non-TBML suppliers, Role of TBML, Ticketless suppliers, KPIs
AC02	Frank Bey - CTO	
AC11	Mark Ellsworth - CMO	Allowed Payment methods, Booking, Breaking-up Quotes, Cancelling bookings, Convert a quote into a booking, Customer experience, Customer preferences, Enquiry, Non-TBML suppliers, Pre-stored locations, Quote, Retrieve previous quotes, Sign-up, Storing quotes, Ticketless suppliers, Quotes, Providers
AC12	Jilly Smart - Product Manager	Providers, Options, Quotes, KPIs
AC05	Beth Robinson - Ops Manager	Payments
AC06	Marc Leclerc - Programme Manager	

1.1.2 Other Team Members

Ref	Individual	Is involved with requirements
AC03	Jenn Thorson - CLO	
AC04	Pierre Carandini - CFO	Payments, KPIs,

Comment [I3]: This is the same information that we printed in the Project Overview document, but now we've decided to create hyperlinks from the people the Requirements they own.

The details of the Requirements are in the Cross-reference report in the Appendix.

Ref	Individual	Is involved with requirements
		Reporting, Allowed Payment methods
	Maud Sharpe - Business Analyst	
AC07	Nick Adams - Project Manager (Launch)	
AC10	Barbera Allen-Jones - Test Manager	
AC09	Edward Alberts - Technical Architect	

2 Current Issues List

These are the project issues, accurate as per the date/time that this document was generated.

Issue Ref	Issue	Description	Related Items
	Right way to model Journeys?	Seems a strange way of modeling journeys	
	Should we allow saving of searches ?		Search Pending
KO03	Confirmation of budget	Total budget for the project is not yet fully approved.	Pierre Carandini - CFO
KO01	Availability of test environment	In previous projects, test environments became a bottleneck later on. Get these organised now.	Marc Leclerc - Programme Manager
KO05	Access to domain experts	We need access to experts from other organisations who have also implemented TBML solutions.	Marc Leclerc - Programme Manager
KO02	Competitive analysis	What will our competitors response be to GetLost?	Mark Ellsworth - CMO
KO04	Effect of Operations reorganisation	The project will require a re-organisation of the operations area. How will this be affected by existing re-org plans?	Clare Smart - COO
	Have we logged the dependency on the DW project?	GetLost NEEDS a Data Warehouse. Does need to take into account how other TBML users have done this?	Data Warehouse
	Who will define the scope of the Management reports?		GetLost Management Reporting
	Domain expert needed	Who is the domain expert for this system? Nobody yet identified	Payment Service System
ISS034	Cash collections process	We seem to be missing a whole set of processes for the collection of un-paid invoices to Suppliers	Collect money from client
ISS056	No business owner for these use cases	These use cases have no Business Owner, hence no Actor	Establish new Supplier , Check new supplier

Comment [I4]: This is an eaDocX Element Report.
It can be based on an EA Model Search, or other search criteria.
In all cases, it's just a flat list, using elements from anywhere in the model.
It can also have its own formatting style and print a different set of columns from Issues which are printed elsewhere.

Comment [I5]: In this case, we have decided to print a link back to the individual who owns the issue, or to the other items in the model that the issue is connected to.

Comment [I6]: In this table we have also use eaDocX Conditional Formatting. We have created a rule which, when it prints an Issue in the table which doesn't have a reference number, it prints a big red cell, to remind us that something is missing.
This is a good way to improve the quality of your models, by creating Conditional Formatting rules to implement some aspects of your modelling standards.

2.1 Requirements and Owners

This shows a RACI matrix for the main stakeholders, and the High-level requirements.

	Martin Jones - CEO	Clare Smart - COO	Frank Bey - CTO	Beth Robinson - Ops Manager	Marc Leclerc - Programme Manager	Mark Ellsworth - CMO	Jilly Smart - Product Manager
Providers	I					A	R
Options	I						R
Payments				R			
Quotes	I					A	R
KPIs		C					C

Comment [I7]: Below is a different kind of eaDocX Report: this time, it's a Matrix Report, based on the EA Relationship Matrix.

eaDocX adds a lot to the basic EA Relationship matrix:
- we can display additional heading rows & columns (we've chosen not to do that here)
- the elements can be chosen based on their stereotypes
- the relationships between elements can be chosen based on their stereotype and name, as well as direction and type

We have also added some Conditional Formatting to this. Those rules replace the 'Responsible', 'Accountable', 'Consulted' and 'Informed', which are the names used in the model, with 'R-A-C-I', and have coloured the cells for emphasis.

This makes a quite complex set of data into something which is quick and easy to understand, and is 100% automated: as new Issues and people are added, the table will get updated next the document is re-generated.

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3 Appendix A - Requirements Cross Reference

These are the Requirements which are referred to in the above document

Alias	Name	Description
REQ014	Cancelling bookings	Under some circumstances, a booking may be cancelled, though different suppliers have different rules and fees for this.
REQ015	Ticketless suppliers	Wherever possible, GetLost? will use ticketless suppliers, but this may not always be possible.
REQ016	Breaking-up Quotes	Requests for quotes get broken-up into separate request for journey 'Steps', which may be sent to many different suppliers.
REQ006	Customer experience	A Customer shall be able to tell the system their travel requirements e.g. time & date, start & end points, restrictions & preferences, then the system will give recommended travel options.
REQ005	Enquiry	An enquiry uses data that the TravelOptimizer has gathered from suppliers, but which is non-binding. Suppliers provide this data free
REQ000	Sign-up	There will need to be a process for signing-up new suppliers. Suppliers systems should all conform with the TBML (Travel Booking & quotes Markup Language) standard, otherwise we will have to produce bespoke interface code for each supplier.
HL_REQ_1	Providers	"GetLost" will aggregate services from many providers: airlines, hotel booking agencies and hotel chains, coach and train companies
REQ004	Quote	A Quote involves the system communicating with the supplier to obtain a real-time value of the price of the ravel, hotel, flight etc
HL_REQ_2	Options	The service shall allow customers to input their source and destination location, and the service shall provide them with travel options, with prices & times for each. E.g. "Bath" to "London centre" would give the customer the train, coach, hire-car options
REQ007	Pre-stored locations	There shall be a be a set of start & end locations pre-stored e.g. "London - Trafalgar Square" , plus the customer shall be able to store their own locations.
REQ001	Role of TBML	All TBML-compliant suppliers get paid via the TBMLCo. Payment Settlement System (PSS), where consumer companies (like GetLost) pay Suppliers once a month, via a single payment to TBMLCo. which in turn distributes those funds to suppliers.
REQ008	Storing quotes	Customer may then store those journeys as a quote
REQ002	Non-TBML suppliers	Senior Manager approval shall be required in order to sign-up a non-TBML supplier, who must have obtained a firm quote for the creation of the interface software from our out-sourced software providers (IBM), plus approval from our IT & testing managers
HL_REQ_5	KPIs	Conversion of quotes into bookings is a key performance indicator for the system, and must be tracked each day/week/month
REQ003	Booking	A Booking is where a quote is made into a firm purchase of services
REQ009	Retrieve previous quotes	Customer shall be able to login and retrieve previous quotes

Alias	Name	Description
HL_REQ_3	Payments	Customers shall register their personal details and a payment method on the site before a booking can be made.
HL_REQ_4	Quotes	The Customer shall be able to get a quote, which, if they are registered, which may be stored in the system, for future use, but only if they are registered.
REQ010	Convert a quote into a booking	Customer shall be able to convert a quote into a booking
REQ011	Allowed Payment methods	The solution shall accept only credit or debit card payment methods
REQ012	Reporting	We need reports on: revenue by supplier, - conversion rates per day/week/month, segmented by customer type, - commission rates per hour/day/week/month, by customer segment and supplier. Other reports to be determined
REQ013	Customer preferences	Customer shall be able to save their preferences e.g. for a particular airline or hotel chain or model of transport.