Elicitation Plan

1. Purpose and Objectives

Purpose:
The goal of the elicitation process is to gather all the requirements based on the needs set forth by the stakeholders. We aim to address the requirements from the perspective of the stakeholder, the end-user, and the system.

Objective:
During the elicitation process, we will gather functional requirements as well as design requirements based on clear, thorough communication and information elicitation processes.

2. Stakeholders

Key Stakeholders:
Our key stakeholders are imagined, but that does not make their role any less important. The imaginary stakeholders would include a business analyst or project manager, the shareholders invested in the product, and medical professional and patient end-users.

Roles and Responsibilities:
The shareholders and investors would be funding the project, so they would have interest in the cost, efficiency, and completion of the project.
The role of the medical professionals and patients would be that of an end-user.
The role of the business analyst or project manager would be the point of contact for the development team to lay out the business requirements.

3. Scope

In-Scope:
Areas to be assessed during the elicitation process include the requirements of the user-interface, the server, the database, the program and the API.

Out-of-Scope:
As this is for a relatively short-term class project, we will not be employing secure authentication practices for login verification.

4. Elicitation Techniques

Our elicitation techniques have included the following:

Each member of our group has played the part of a stakeholder while we identify requirements and highlight potential needs and problems during the idea-building process.

We conducted an interview with an individual with extensive experience as an emergency room physician.

We reviewed consumer feedback on the current state-of-the-art for patient portals.

5. Schedule and Timeline

Elicitation Activities:
We expect to finalize requirements elicitation by September 18, 2024. As of today, September 15, 2024, we have already completed our end-user interview, our "stakeholder" group-think, and our reviews of the current state-of-the-art.

Milestones:
The key deliverables of the elicitation process are the conduction of interviews, drafts of the requirements documentation, and the final elicited requirements documentation.

6. Resources

Personnel:
Every member of our group has played a part in the process of requirements elicitation.

Tools and Equipment:
Note-taking software was used during the brainstorming phase as well as the interview process.

7. Questions and Topics

The key topics to be explored during the elicitation process are:
What will this product do?
Why is this product needed?
How is this product different from the existing patient portal software?
What special considerations should be made given the target end-user?

8. Success Criteria

The success criteria at our level is based on well-rounded completeness. All areas of requirements should be addressed in order to create a successful project. A potential challenge of this process is that we must first become our own stakeholders and consider potential needs and problems of a real user to create a project that addresses a valid problem.

9. Communication Plan

<u>Status Reports:</u>
We will be completing weekly in-class stand-up meetings to walk through our weekly progress and challenges.