

INFO 8440 Project Client and Course Needs, Team Deliverables

For: Project 2

Production Inefficiency

As your Senior BA for this Project, I am writing this document to convey important requirements of your work for the project. I have been talking with OHT Management, and we've agreed upon some key needs for your project work.

This list replaces any previous lists for the Sequence Numbers that you have received.

This is the complete list of deliverables for your project work, as of the date of printing. Written communications between your team and your professor / Senior BA / OHT after this date regarding any of the points below are to be considered as applying to your project work as well.

<u>ID #</u>	<u>Name</u>	<u>Need / Deliverable Details</u>
Known Client Needs		<i>These are the needs that OHT has been able to identify as of now.</i>
1	Suggestions Overview	OHT needs 3 significant suggestions about how to re-organize the current manufacturing process to achieve at least financial breakeven. The Siplace machine possibility, and anything related to the Six Sigma analysis, are extra. You should suggest more, each with a general description, but pick the three suggestions that your team feels have the best chance of bringing the manufacturing to fiscal breakeven.
2	As-Is Profile	OHT needs a complete profile of the current manufacturing process, including a detailed mathematical model (in Excel, please) of the process, and its financial performance (Profit/Loss / Income/Expenses). All distances must be recorded in meters.
3	To-Be Profile for Each Suggestion	For each suggestion meeting needs 1, 4 and 5, a complete profile of the re-organized process, including a detailed mathematical model of the process, and its financial performance (Profit/Loss / Income/Expenses), must be provided.
4	Six Sigma and Failure Reduction	OHT has collected data on several process failure points. OHT needs guidance on how to apply Six Sigma philosophy and techniques to profiling the effects of the failures, as they are now, and how production performance might change if the failures were reduced or eliminated.

INFO 8440 Project Client and Course Needs, Team Deliverables

For: Project 2

Production Inefficiency

<u>ID #</u>	<u>Name</u>	<u>Need / Deliverable Details</u>
5	Siplace Impact and ROI	OHT is considering purchasing some automation (Siplace machine) to replace several of the manual assembly steps. OHT needs a mathematical model of the current processes that would be involved, and then a detailed profile of the production and financial changes that would come from purchase and installation of the automation.
6	Suggestion Education	OHT's current production staff and management will be affected by suggested changes. Each suggested change (Needs 1, 4 and 5) must provide analysis on education and training needs, and plans.
7	Environment Changes	OHT looks forward to receiving 3 or more suggestions from your team regarding the work environment. Apparently, there are some health and safety concerns in the plant. These suggestions do not require a detailed TO-Be profile; instead a listing followed by 2-4 paragraphs of explanation would be sufficient.
8	Payrate changes	OHT is currently considering changing staff payrates for the different classifications of workers. Be sure that your models allow for high/low values for payrates. OHT will provide the payrates at a later time, and their payroll burden factors.
9	Constraints	Please be sure that you clearly state the constraints that OHT has about re-structuring the workspace. Much of the workspace, but not all of it, can be changed.
10	Background Detail on Production Rates	There is over 2 years of daily production and shipping data in the TrackR Data Generation engine. You are strongly urged to analyze this data to help to understand the daily production capacity of the manufacturing unit. Of course, results of your analysis should be included in your final report, as well as math models.
11	Siplace Machine Purchase	an old <i>Siemens Siplace 841AB</i> would bring the total placement and solder process down to 1.9 seconds for both HG213123-221 and STMA11233 chips (total time) yielding only a 0.25% fail rate. This time does not include the time to load the infeed, or remove completed units. However the Siplace 841AB will cost \$290,000 installed and will last only 2.5 years before needing to be replaced.
12	Updated Failure Rates	TrackR Final Testing = 98.5% success. Human Error Rate after HG213123-221 tug test = 6.6% failures

INFO 8440 Project Client and Course Needs, Team Deliverables

For: Project 2

Production Inefficiency

<u>ID #</u>	<u>Name</u>	<u>Need / Deliverable Details</u>
Conestoga INFO 8440 Course Needs		Conestoga College and INFO8440 require you to address and deliver the following:
20	Standard Report Packaging	Letter of Transmittal, Cover Page, TOC, Doc History, Page Hdrs, Ftrs Numberings
21	Primary Audience Guidance	Executive Summary, Assumptions, Conclusions
22	Elicit info from Client	RFIs, Unanswered Questions, Background and Overview of Client, Systems and Actors, Business Challenges, Current Brand Status, Actors and Interactions
23	Support Submitted Work	Detailed References for all Sources of Knowledge, RFI report included as an Appendix.
24	INFO 8440 Project Scope	INFO 8440 Project Scope - Updated as Needed
25	Regular Management and Reporting	Regular Project Management and Time+Effort Reporting thru meetings and RACI Workbook submission
26	Standard BA Advice and Suggestions	Possible Future Analysis and Development, Measuring Success and Failure, Probable Risks and Benefits of the Suggestions in this Project
27	Presentation	Audience of the Presentation is well defined, and the presentation is appropriate for that audience. Presentation gives highlights of team's work, and regularly encourages audience to refer to the report and supporting materials. Presentation encourages audience to embrace business change thru the suggestions.
28	Business Analyst, not Developer	The team, and each member, must show that they are acting more as BA's, not developers.
29	All Knowledge into the Final Report	All the Knowledge that the Team has collected throughout the entire project should be in the final report, and/or in the accompanying files.

These needs and/or deliverables are what I have as of now. I will update you if anything more comes forward from OHT.

Regards,
Your INFO 8440 Senior BA / Professor