$<$**Short title**$>$

$<$**Full title**$>$

188.407: Management von Software Projekten

Group: $<$GID$>$

$<$Author1$>$
$<$Matrikelnr.$>$, $<$Kennzahl$>$, author1@tuwien.ac.at
$<$Author2$>$
$<$Matrikelnr.$>$, $<$Kennzahl$>$, author1@tuwien.ac.at
$<$Author3$>$
$<$Matrikelnr.$>$, $<$Kennzahl$>$, author1@tuwien.ac.at
$<$Author4$>$
$<$Matrikelnr.$>$, $<$Kennzahl$>$, author1@tuwien.ac.at

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Contents

Formal constraints

- Font: Times New Roman oder Computer Modern (LaTeXdefault)

- Fontsize: 11pt

- Single line spacing

- Margins: 2.5cm side and top/bottom

- Language: ENGLISH

- The proposal template should be filled incrementally. I.e., at the end there should be a full project proposal in a single PDF file.

Available templates

- Proposal (mswp-proposal.tex)

- Costs (costs.xls, costs.ods)

Supplemental material

- FWF salary scheme (http://www.fwf.ac.at/de/projects/personalkostensaetze.html)

- Travel cost regulation (http://www.fwf.ac.at/de/faq/reisegebuehrenvorschrift.html)

- Ethical issues form (ethical-issues.rtf)

1 Synopsis

Das Projekt verfolgt das Ziel eine Plattform im Bereich e-Health zu schaffen. Diese Platform soll für die Nutzer ein Bonus-System bereitstellen und die Möglichkeit bieten herauszufinden, wie gesund die einzelnen Nutzer leben.

Das Projekt wird hierbei in verschiedene Phasen aufgeteilt, die eine langfristige Weiterentwicklung möglich machen bzw. mögliche Ausbaustufen aufzeigen. Für jeden der Phasen müssen Vertragspartner gefunden werden, die sich an der Plattform beteiligen. Diese Vertragspartner versorgen die Nutzer mit Boni und bekommen als Benefit eine Steigerung der Kundenbindung bzw. eine Möglichkeit Werbepräsenz auf der Plattform zu ergattern.

Mögliche Vertragspartner sind:

- Phase 1:
    - Supermärkte
    - Fitness-Center
    - Restaurants

- Phase 2 - "Einbindung bestehender Services":
    - Laufplattformen mit Tracking (Runtastic, RunKeeper, etc.)
    - andere Sporttracking-Services (Schrittzähler, etc.)

- Phase 3 - "Health Organisatins":
    - Versicherungsunternehmen

Die Nutzer haben die Möglichkeit beim Einkauf oder Konsumation bei einem der Vertragspartner selbiges über eine App registrieren lassen. Im System werden dann anonymisiert die Einkäufe in Kategorien gespeichert und nach einem vorgefertigtem transparenten Punkteschmea bewertet.

Die Punkte können nach einer bestimmten Zeitspanne durch Gutscheine eingelöst werden, die dann bei den Vertragspartnern wieder eingelöst werden können. Ebenso können über die Plattformen Rankings und Gewinnlosungen vorgenommen werden. Die Vertragspartner können die Nutzer über die App über neue Aktionen informieren, über die Zusatzpunkte erworben werden können.

2 Introduction and problem description

- *Length: 2-3 pages*
- **Why?**
- Introduction
- Context
- What is the current situation?
- What is the open/unresolved problem or opportunity?
- Why is it a problem?
- What is unknown?
- What could be improved?
- Explanation of fundamental terms and basic definitions.

3 Project goals and deliverables

- *Length: 1-2 pages*
- What is the goal of the project?
- Research questions
  - What are the hypotheses that are to be investigated?
  - Main hypothesis & sub hypotheses
- Which results should be achieved with the project?
  - What will be known afterwards that is not known now?
  - What will be created that does not exist now?
- Non-goals (What will not be part of the project? What will not be done?)

4 Scientific relevance and innovative aspects

- *Length: 1-2 pages*
- Why is the project scientifically interesting?
- Did others point out that this is an open question?
- What are the innovative aspects that make it interesting?
- How could the project break new ground scientifically?
- To what extent are the objectives ambitious and beyond the state of the art (e.g. novel concepts and approaches or development across disciplines)?

5 State of the art / current knowledge

- *Length: 2-5 pages*
- What results and approaches have already been presented in this or related areas?
- Relation to the international scientific work in the field (international status of the research)
- Description and critical discussion of related scientific work

6 Method

- *Length: 2-5 pages*
- **How?**
- How should the expected results be achieved?
- What method(s) will be applied? (e.g., empirical study, user-centered design, prototype implementation,...)
- Description of the methods.
- Justifications for chosen methods.

7 Detailed description of the workpackages

- *Length: 2-4 pages*
- Structuring the project into self-contained parts.
- Additional verbal descriptions.
- Work packages
  - title
  - goal(s)
  - description
  - expected results
  - responsible person(s)
  - dependencies

8 Time plan (Gantt chart)

- *Length: 1-2 pages*
- Realistic estimation of schedule based on workpackages.
- Including milestones (not only when but also what is to be achieved for each milestone).
- Generation of a Gantt chart. (Including phases, milestones, buffer times, critical areas, etc.)

9 Human resources / team

- *Length: 1-2 pages*
- Description of the team that is needed to carry out the project. (For the execution phase of the project, not the planning phase.)
- How many people?
- To what extent are individual members needed?
- What knowledge, skills, and experiences are needed for each member?
- Demonstrate that the members will be able to carry out the project successfully.
- Work structure
    - Who will lead the project?
    - How do they work together?
    - Management and coordination
        * What communication structures will be established? (e.g., mailing list, blog, CMS, CVS, ...)
        * How often will meetings take place? (Who will participate?)
        * How will the work be documented?
        * How will information be stored and shared?
- Cooperations
    - Will external cooperators be part of the project? (e.g., other research institutions or companies)
    - What is their role?
    - Why are they needed?

10 Costs

- *Length: 2-3 pages*

- Rough estimation of cost in form of calculation (table(s)) + descriptive text.

- Justification for the personnel and non-personnel costs (equipment, material, travel and other costs)

- An Excel template is provided as supplementary material to support budgeting.

- Personnel costs

    - Justification for the personnel to be assigned to the project (type of position(s), description of nature of work, length and extent of involvement in the project)

    - The application should include all persons who will be required for the proposed project (project lead, researchers, developers, advisory board, etc.). The available legal categories of employment are contracts of employment for full- or part-time employees (DV) and reimbursement for work on an hourly basis (GB). In addition, a part-time contract of employment (DV 50%, "studentische Mitarbeiter") may be requested for people who have not yet completed a Master or Diploma program (Diplom) in the relevant subject.

    - The justification of the requested personnel should contain:

        * description of type of work;
        * extent of involvement (part-time contracts are permitted).

    - Exact numbers of employment categories can be found on the FWF Website (http://www.fwf.ac.at/de/projects/personalkostensaetze.html)

- Equipment costs

    - Indicate reasons for equipment costs. The "scientific equipment" category includes instruments, system components, costs for the use of software required by the project and other durable goods provided the cost per item (including VAT) exceeds EUR 1,500.00.

- Material costs

    - This category encompasses consumables and smaller pieces of equipment where the cost per item is below EUR 1,500.00 including VAT. The calculation of requested material costs should be justified with reference to the schedule, work plan and experimental plan. Experience with previous projects should be taken into account.

- Travel costs

    - Funding may be requested for the costs of project-specific travel and accommodation, field work, expeditions, etc. Applicants are to provide a detailed travel (cost) plan broken down by project participant. For brief stays, the calculation of the travel and accommodation costs should be based on the federal regulations governing travel costs (RGV). The RGV rates governing Austria and abroad may be found in the FAQs on the FWF Website (http://www.fwf.ac.at/de/faq/reisegebuehrenvorschrift.html). For longer stays an appropriate and comprehensible cost plan should be prepared.

- Other costs

    - Independent contracts for work and services (costs for work of clearly defined scope and content assigned to individuals, provided that this is scientifically justifiable and economical)

    - Costs that cannot be included under personnel, equipment, material or travel costs, such as:

        * reimbursement of costs towards or for the use of research facilities, e.g. of large-scale research facilities (project-specific 'equipment time'). Applicants should obtain and submit multiple offers;
        * costs for project-specific work carried out outside the applicant's research institution (e.g. for analysis work performed elsewhere, for interviews, for sample collection, for preparation of thin slices etc.). Applicants should obtain and submit multiple offers;
        * honoraria for test persons;

11 Expected implications and risks

- *Length: 1-2 pages*
- Importance of the expected results for the discipline
    - To what extent does the proposed research address important challenges?
- Importance of the expected results for other areas
- What are possible risks of the project and how can they be alleviated?
    - What factors could lead to a failure of the project?
    - Which factors or persons could support the project and increase the chance for success?
    - What if important team members leave the project?

12 Ethical considerations & security issues

- *Length: 1-2 pages*
- Provide a brief explanation of the ethical issue involved and how it will be dealt with appropriately.
- Are there any security-sensitive issues that apply to your proposal?

Abbreviations

MSWP Management von Software Projekten

WP Work Package