

# VCDE Requirements Elicitation Team Charter 2009

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## Active Period

The VCDE initial project is active from November 2009 - Feb 14, 2010

## Problem Statement

There will be work beginning in 2010 to build infrastructure (software). VCDE WS has resources to use for "Requirements elicitation in the community" that would help jump start the development early next year. This will be done in concert with the Vocabulary Knowledge Center. This effort should be seen as an ongoing activity by VCDE WS in 2010 and should support the overall "Software development processes" for caBIG® in 2010 and beyond.

## Objectives

This exercise would do at least three things:

- Access whether initiatives are addressing community needs
- Provide traceability from grass roots community needs to more top level initiatives in ConOps
- Provide input into ConOps to address further community needs

## Deliverables

*This group should produce:*

Deliverable	Description	Date
<a href="#">Master List</a> of Requirements mapped to Semantic Concept of Operations	An electronic resource that has requirements from community organized via the ConOps	Dec 2010
VKC Wiki with 150 newly fleshed out requirements	Review existing forum entries and translate them into requirements, will involve interviewing stakeholders	Jan 2010
Prioritized use cases with story boards	Requirements decomposed into Use Cases in a common format for a subset of the overall requirements (actor, success scenario, pre-post conditions)	Feb 2010
An electronic resource that can be expanded to support software development	Electronically recorded requirements and Use cases that can serve as a starting point for architects and business analysts to complete and translate into information models and more formal software artifacts. The documentation for each requirement should include: <ul style="list-style-type: none"><li>a. Stakeholders</li><li>b. Formal requirements statement</li><li>c. Analyzing requirements to recommend next step</li><li>i. Use cases</li><li>ii. Prototyping</li><li>e. Specifications (via ECCF guidelines)</li><li>f. Etc., including Enabling a traceability matrix from completed software back to requirements</li></ul>	Feb 2010

## Group Organization, Roles, and Responsibilities

[Requirements Elicitation Team](#)

## Process

The process the analysts are following is:

1) Review Vocabulary Knowledge Center (VKC) Forum postings and organize by Semantic Infrastructure (SI) Concept Of Operations Initiatives (from the caBIG® community at large, which we want to encourage). Refer to the assignments under VKC SI Initiatives on the [Semantic Infrastructure Concept of Operations Initiatives - Requirements Master List](#).

- 2) Complete Script/Template (pre-interview) for each forum topic - assign Requirements Unique ID, the goal is to develop a **Formal Requirement Statement** and, if time a Use Case Summary, and/or Detail Use Case Scenarios for each forum entry. [ADD REQUIREMENTS QUESTIONNAIRE PAGES AS CHILD PAGES BY CLICKING HERE](#) (you must be logged in to create a new page).
- 3) Determine next step(s) to refine the requirement, which may be an interview in order to create a Formal Requirements Statement or it may be ready for development of detailed use case in text or diagram form, or it may simply be a non-functional requirement or design constraint.
- 4) For functional requirements, analysts will create very formal use cases and requirements (by Business Analysts) - assign Use Case(s) unique IDs and link/tie to Requirement Questionnaire by Unique ID - if there isn't a requirements questionnaire completed already, create one and link it to an initiative if it fits into an existing category, or to the VKC Master List "Other".
- 5) Build validation plans for new infrastructure components including ensuring ECCF artifacts and reviews.