QuestionnaireCritiqueShantanu

Instructions

Follow the script instructions and record the information in the designated table cells. You may wish to make notes below the questions.

Initial Analysis:

Item	Information/Response
Date:	MM/DD/YYYY
Requirement # unique id *<SemConOps Initiative>.<analysts initials><requirement number>* e.g. Init1dbw1 (eventually linked to Use Cases)	Important for traceability
Originator/Customer's Name:	Redundant
Originator/Customer's Company:	does it really matter from where the requirement originated?
Summary of requirement initial analysis, by Reviewer: (as unambiguously as possible, describe who (List of Actors) is interacting with the system, what the business goal is and how the system might support the actor's ability to acheive their goal)	Important
Recommended Next Step Enter one: Follow-up interview, Observe, Use Case Template (text), Use Case Model (formalized/UML diagram), Group Discussion, Prototype, Waiting Room	I think this is useful information to capture since this is an Analyst's opinion and the final approval would come from Denise but the analyst's opinion needs to captured.

Interview

Item	Script / Question	Information/Response
1	Hello, my name is NAME. I am calling you today because NCI and caBIG are working toward a new and improved version of the semantic infrastructure to better **support integration scenarios**. Our first step was to organize requirements collected over the past year. Your organization has expressed a requirement/need for BRIEF STATEMENT OF USER REQUIREMENT. This has been identified as potentially a critical component to support application/data and service integration, and we need more information in order to enable us to meet this requirement. **Do you have about 30 minutes to talk about this?**	Redundant information since call scheduling most of the time happen over the mails and the interviewee has a fair idea on duration, topic and other details.
2	What do you do? What are your goals for the next year? Why are you doing this?	The more correct way would be to ask the business need that dictated the forum post.
3	In interacting with the caBIG infrastructure, do you have any solution integration needs? If so, what are they? Have you envisioned new ways of interacting with existing or new parts of the semantic infrastructure? *(prompt to elicit changes/new ways of using the infrastructure)*	Good question
4	Are there any business changes you are assuming we will be able to deal with? *(prompt to elicit changes/new ways of using the infrastructure)*	good question
5	Are there any capabilities you are expecting to be available to support your needs? *(prompt to elicit expectations/dependencies)*	good question
6	Do you use any of the existing software/services? If so, what do you like or dislike about it? *(if related to existing capability)*	This might not be relevant for this particular requirement
7	If this requirement is met, what would be the benefits? If you do not have it, what would be the negative impact? *(prompt to elicit benefits/value - will help to prioritize)*	In my opinion the more correct way to ask this is to ask about the upstream and downstream changes as a result of implementation of requirement
8	If, for any reason, we were not able to create that solution, do you think there might be another way to solve this issue? Can you think of an alternative solution? *(prompt to elicit alternative solutions/workarounds)* *(to be prepared by the Requirement Analyst)*	good question
9	Would you agree that we can summarize your requirement like this? *(Summarize one requirement in 2-3 lines and read back to interviewee for confirmation.)*	Very important
10	How important is this requirement to the interviewee? *Required: Customer Priority/Annotationrement Analyst* *(Provides concrete assessment of the relative importance for the requirements specification)*	there should be a digital scale from 1 to 5 to make it more objective
11	On a scale from 1 to 3 with 1 being "not satisfied" to 3 "completely satisfied", how would you rate your overall satisfaction with the product if this requirement was met? *(Relative rating/ranking of how satisfied or dissatisfied interviewee would be if this requirement were met/not met)*	I think the more important question would be 'what are the real benefits if we meet this requirement, viz time, effort, usability, interoperability etc.
12	Are there other requirements that you would like to share with us? I'd be more than happy to call you back another time, or if you have another 10 minutes, please share other issues you can think of. *(prompt to elicit any hidden - potentially higher priority requirements if they exist)*	good question

13	Who else should we talk to in order to elicit more information about this need?	Important
	For specific service enhancement or requirement from Forum entry:	
14	Can you or someone else give me a step-by-step description of how you would describe the expected performance/behavior of the software in order for you to feel that your requirement is met? _(Required: Fit Criterion - will help us create test cases and user acceptance criteria - to be prepared by the Requirement Analyst)_	important
15	Forum Link:	this makes the questionnaire all inclusive
16	URLs (optional):	important
17	References (optional):	important

Post Interview - ongoing throughout development of use cases:

Item	Description	Information /Response
Stakeholder Community:	Enter appropriate category of stakeholder from Primary Stakeholders: • Software and Application designers and architects • Software and Application engineers and developers • Scientific and medical researchers • Medical research protocol designers • Clinical and scientific research data and metadata managers • Clinicians • Patients • Medical research study participants • Broader Stakeholders: caBIG® Community WS NIH projects and related commercial COTS vendors (caEHR, SDO's (HL7, CDISC); International Collaborators (e.g NCRI, cancerGrid, China), Government and regulatory bodies (FDA, CDC, ONC) _(link to view SemConOps Stakeholders description_)._	redundant

Requirement Type (required)	Analyst's assessment of the most appropriate category/type of requirement (_no need to ask interviewee_):
	
	• **Functional:** Fundamental or essential to the product - describes what the product has to do or what processing is needed
	• **Nonfunctional:** properties the functions must have such as performance, usability, training or documentation
	   ○ **Project constraint:** schedule or budget constraints
	   ○ **Design constraint:** impose restrictions on how the product must be designed, such as conformant to ISO 11179, utilizes 21090 or is able to work on a particular type of device
	   ○ **Project driver:** business-related forces such as descriptions of stakeholders or purpose of the product/project
	   ○ **Project issue:** conditions that will contribute to the success or failure of the project	

ConOp Initiative (s) _Requirements Analyst /Business Analyst_	• Select most appropriate initiative: (click for descriptions) • Initiative 1 - Distributed, federated metadata repositories and model repositories and operations • Initiative 2 - Automated generation of metadata from line-of-business artifacts • Initiative 3 - Rules management and contracts support (behavioral semantics) • Initiative 4 - Semantics support for W3C service oriented architecture resources • Initiative 5 - HL7 CTS II/ OMG MIF compliant federated terminology services • Initiative 6 - Controlled biomedical terminology, ontology and metadata content • Initiative 7 - Assessment of semantic unification of compositional and derivational models • Initiative 8 - Other	delete
High Level Use Case Summary) _Requirements Analyst /Business Analyst_	Please write a short descriptive narrative use case; the steps or activities in this use case are usually the things the user wants to accomplish with the system (user/actor's goals).	delete
Use Case Linkage (required) _Business Analyst_	Which use case(s) is this requirement linked to? (should follow Use Case numbering scheme _<SemCon Ops Initiative>.<analysts initials><requirement number>.<use case number>_, for example Init1dbw1.1, Init1dbw1.2, Init2dbw2.1, 2.2, etc.	delete
Conflicts / Dependencies (required) _Requirements Analyst/ Business Analyst_	Are there any conflicts with other requirements / use cases?	pertinent but unanswerable
Next Step (required) _(Requirement Analyst / Business Analyst)_	After reviewing the results of the interview, the forum, and all other materials related to this requirement, the analyst should recommend the next step, then attach the Tiny Link (on the Info tab) for this page to the Semantic Infrastructure Concept of Operations Initiatives - Requirements Master List table.	Delete