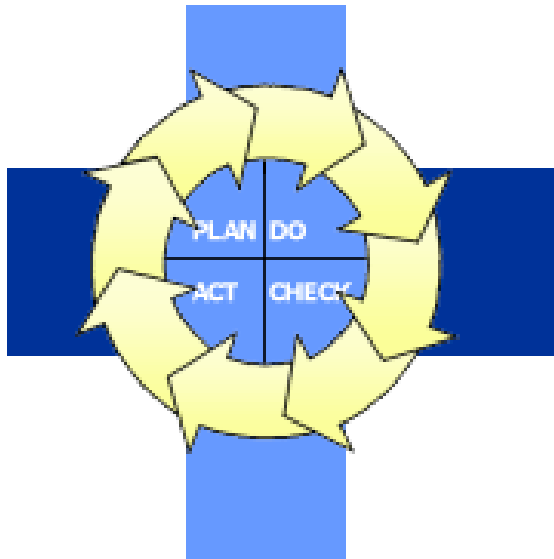


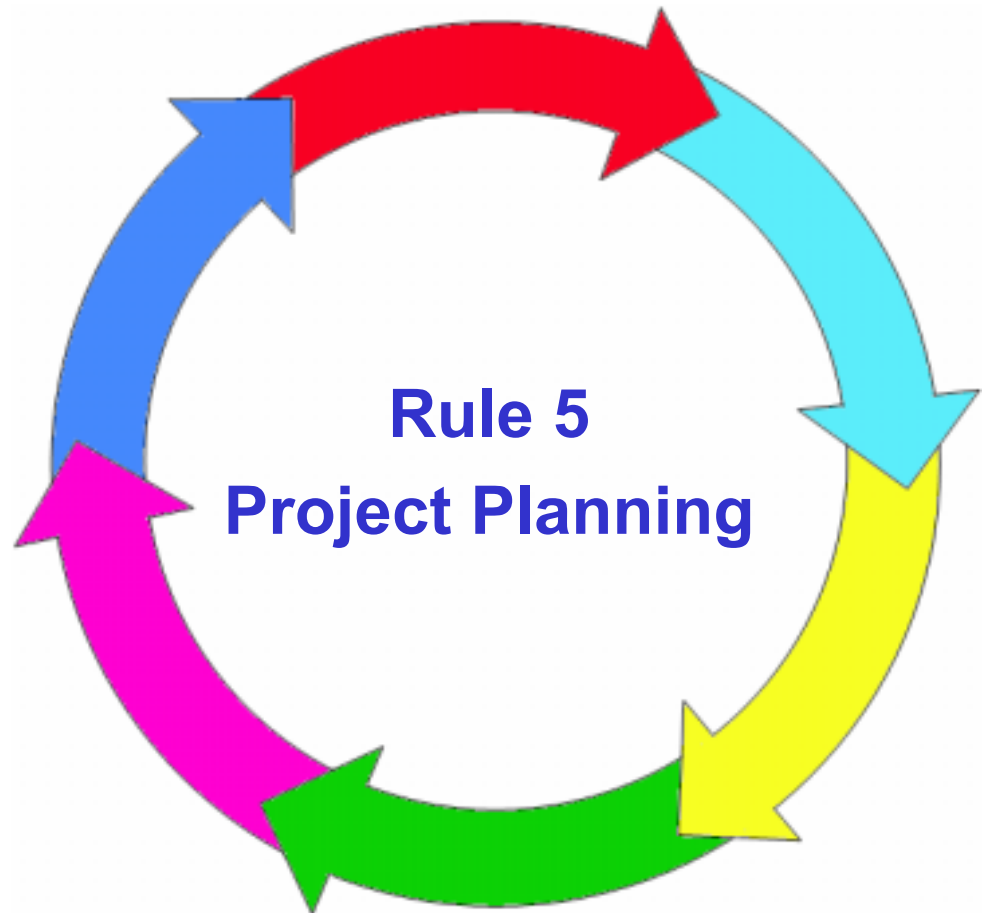


Software Process Training



Dr. Ernest Wallmüller
Wolfgang Höh

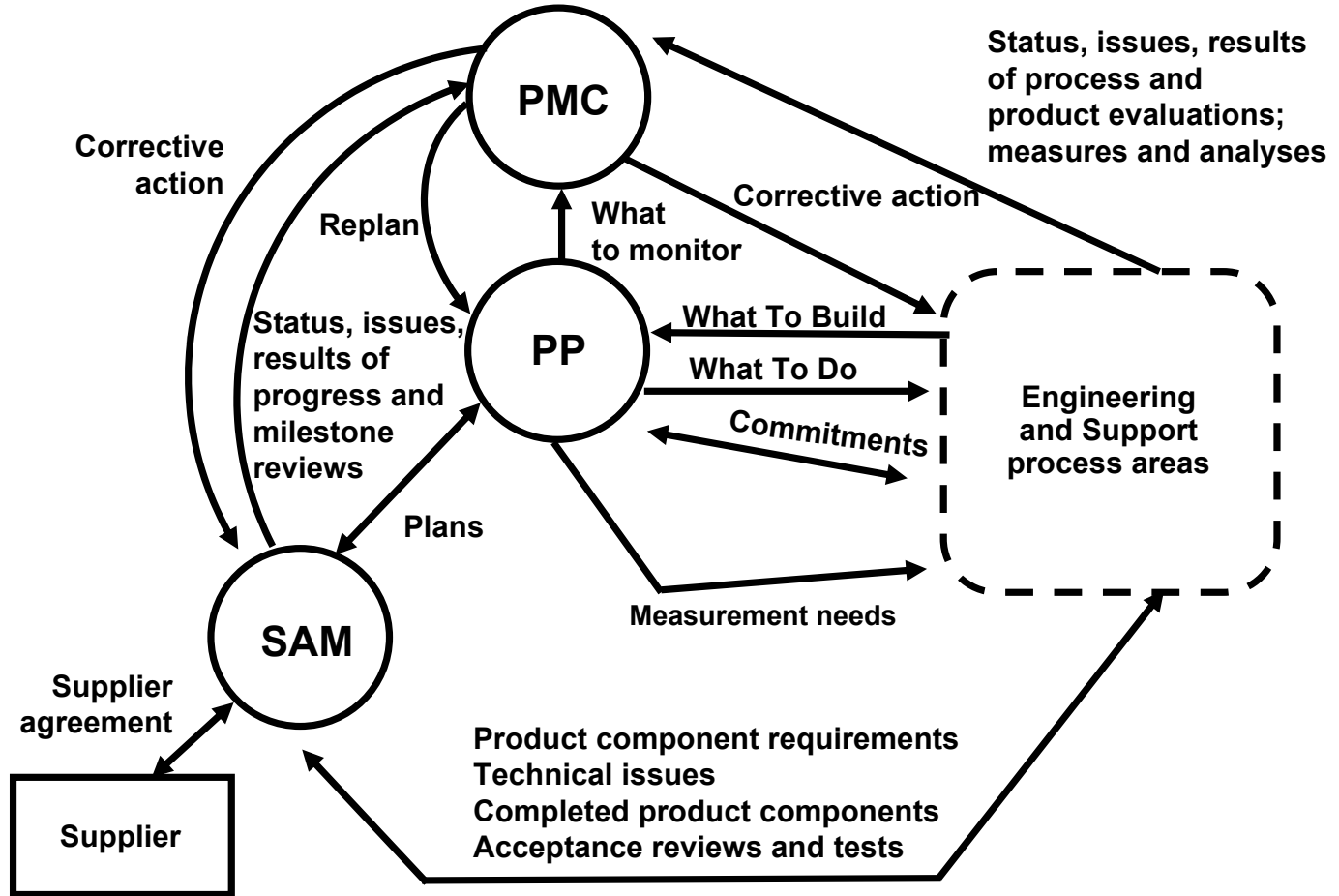
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PP Process Context



- OPF
- OPD
- MA
- REQM
- PP
- RD
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- CM
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■ Policy

According to the Standard Software Development Process and The Quality-, Environmental-, and Safety Manual (chapter 7) the policy establishes the following:

- **Interaction with RD to obtain the functional requirements (PL-DP, GPM)**
- **Developing the project plan (PL-DP, SPL)**
- **Select and define stakeholders (input from and reporting to: HOD, STL, GPM)**
- **Interacting with stakeholders appropriately**
- **Getting commitment (contents & budget) to the plan (from: HOD, STL, GPM, higher level management)**
- **Maintaining the plan (PL-DP, SPL until DR6)**

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■ Scope

All SW development units in AVL SBU MES.

Affected projects are:

- **Standard SW development projects**
- **Customer-specific SW development (Rule 27: CUS)**

Not affected projects are:

- **Service Packs**
- **Hotfix packages, Patches**

■ Purpose

The purpose of Project Planning is to establish and maintain plans that define project activities.

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- **Method:** *Plenum*
- **Timing:** *20'*
- **Form:** *Brainstorming and discussion*
- **Documents:** *none*
- **Deliverable:** *Documentation on flipchart (by trainer)*

- **Questions:**

- I. How do we know that the process is performing well?*
- II. Who of you has experiences with this process?
Which one?*
- III. What are the most relevant work products?*



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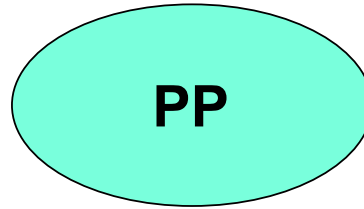
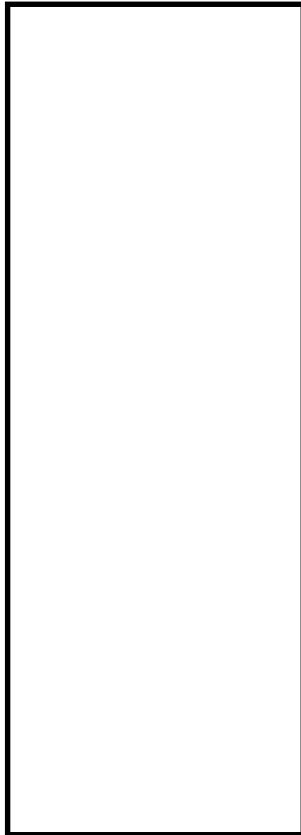
- **Method:** *Individual*
- **Timing:** *10'*
- **Form:** *Individual elaboration*
- **Documents:** *Process Rule 5; form: next foil*
- **Deliverable:** *Filled in form*

Question:

- I. Based on your experience, the prior discussion and the PP process definition list the involved roles, the performed activities, and the produced work products.*

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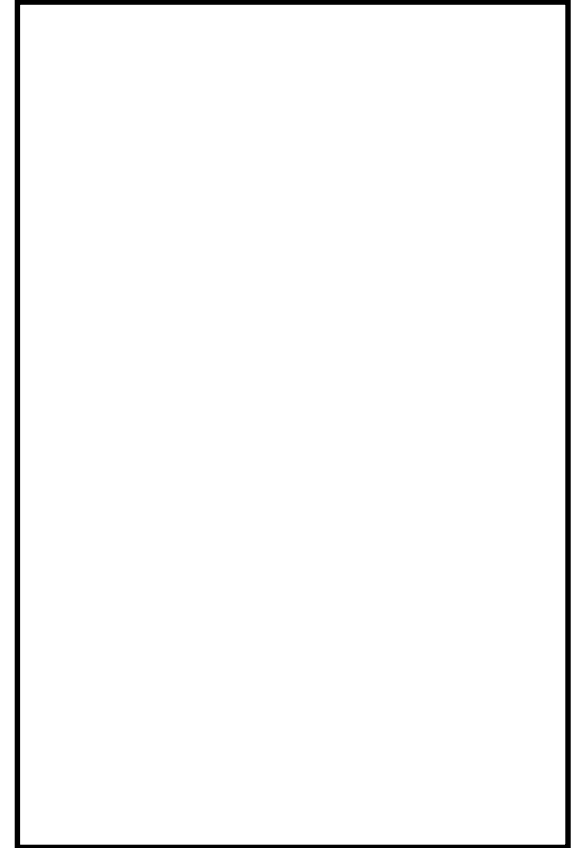
Roles



Activities



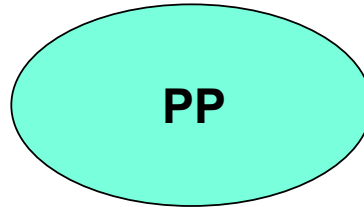
Work Products



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Roles

- GPM
- PL-DP
- PL-CP
- SPL
- WPL
- HOD
- STL



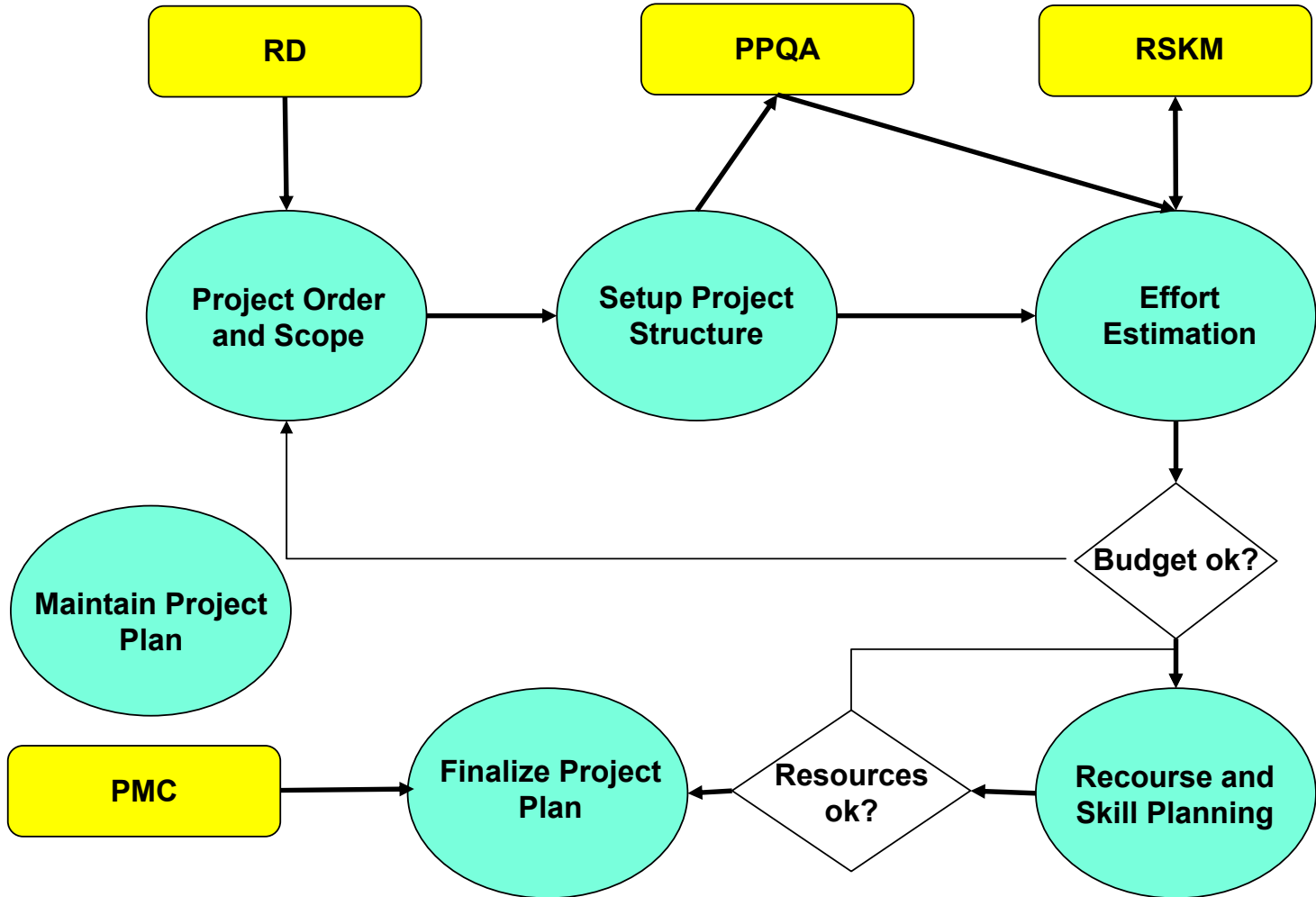
Activities

- Project Order and Scope
- Setup Project Structure
- Effort Estimation
- Resource- and Skill Planning
- Finalize Project Plan

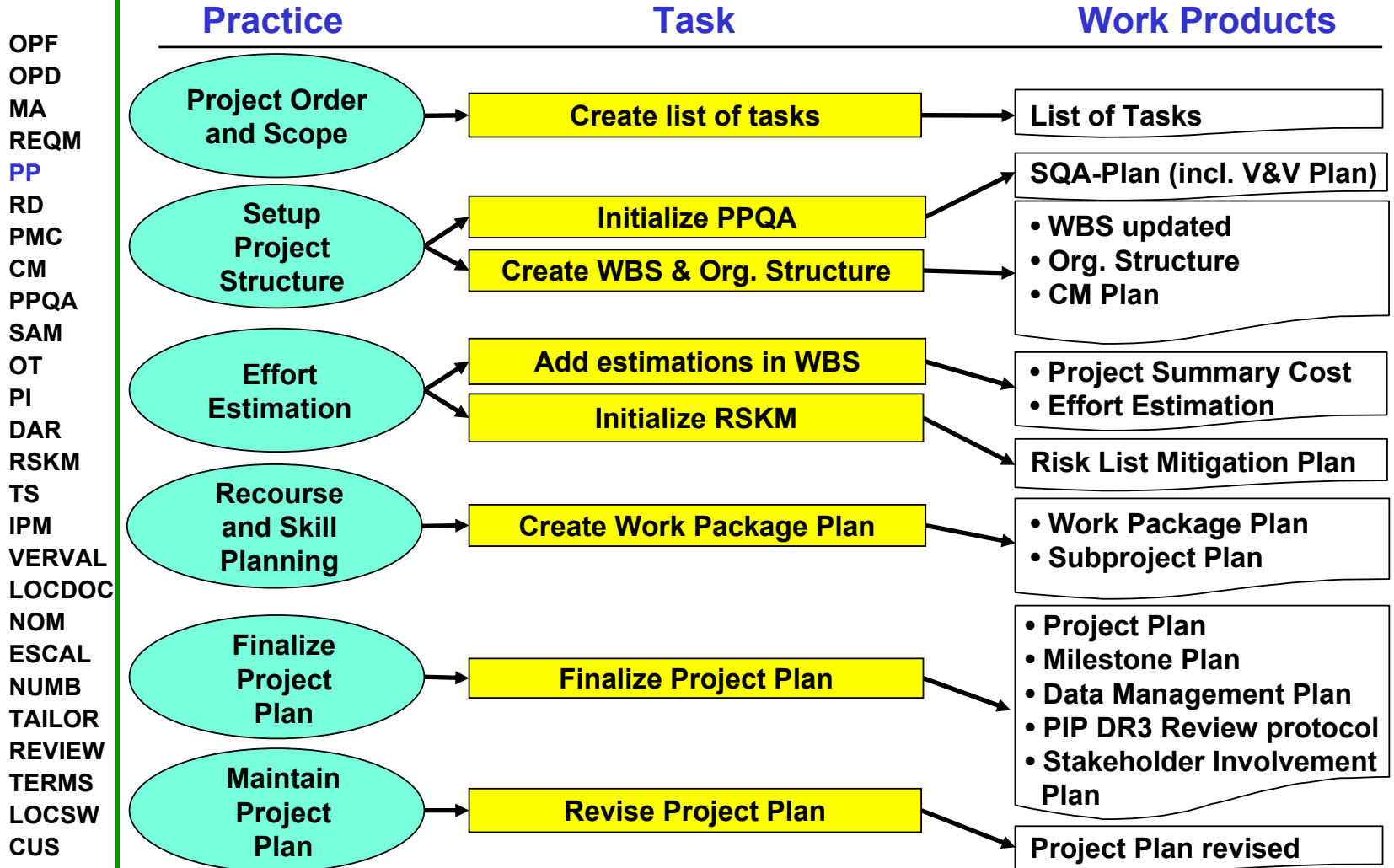
Work Products

- Final Project Plan
- Milestone Plan
- Budget
- Organizational Structure
- Subproject Plans
- Risk List Mitigation Plan
- SQA-Plan (incl. V&V Plan)
- CM Plan
- Localization Plan
- Accepted URS
- Agreement on Project Plan
- Data Management Plan
- Stakeholder Involvement Plan

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PP Process Tasks



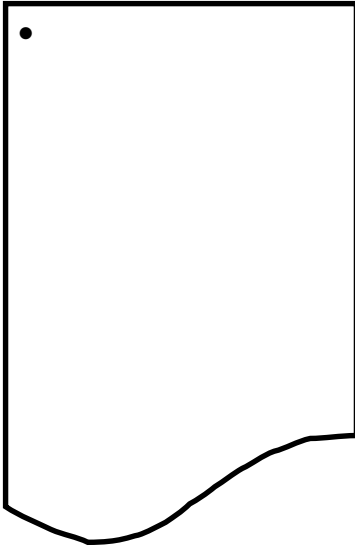
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- **Method:** *Group work*
- **Timing:** *20' group work, 15' presentation & discussion*
- **Form:** *Group elaboration*
- **Documents:** *none*
- **Deliverable:** *Task description on flipchart*

- **Question:**
 - I. *Describe the selected task*
PP_T03 'Create WBS and Organizational Structure'
using the presented description technique (next foil).

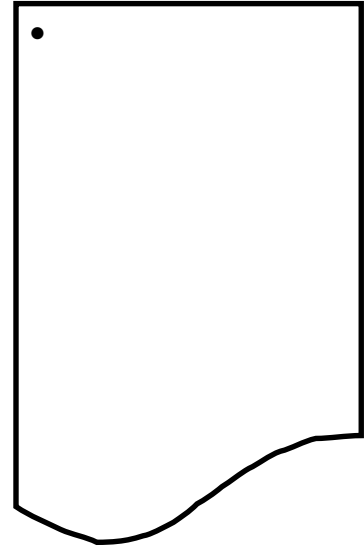
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Input



| | |
|-------------------------|------------------|
| ID | Task Name |
| Description | |
| Roles | |
| Tools | |
| Method/Technique | |

Output



Task Details , Create WBS and Organizational Structure'



- OPF
- OPD
- MA
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Input

- Functional Requirements
- Activity Plan
- Strategic Input (Tools, infrastructure,..)

| | |
|---|---|
| ID PP_T03 | Task Name Create WBS and Org. Structure |
| Description | |
| <ul style="list-style-type: none"> • Create a structured document (WBS) based on the functional requirement list: <ul style="list-style-type: none"> • Work package description • Task list for each work package • Propose a rough organizational structure: <ul style="list-style-type: none"> • Divide Project into subprojects (assign SPLs) • Divide subprojects into work packages • Initiate PPQA | |
| Roles | |
| PL-DP: Responsible for task T03 SPL | |
| Tools | |
| Templates: Template_PP_Estimation_Schedule.xlt Template_PP_WBS.dot | |
| Method/Technique | |
| Set of rules on how to build work packages and tasks | |

Output

- WBS
- Org. Structure (incl. SPL assignment)

Rule 5: Work Products and Templates

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| WP Id | Type | Description | Task Id | Resp. | Link to Template |
|--------|------|--|---------|-------|--|
| PP_W01 | M | List of tasks | PP_T01 | PL-DP | Template_PP_Estimation_Schedule.xlt |
| PP_W02 | M | Work Breakdown Structure (WBS incl. estimations and schedule) | PP_T03 | PL-DP | Template_PP_Estimation_Schedule.xlt |
| PP_W03 | M | Organizational Structure (WBS hierarchic view) | PP_T03 | PL-DP | Template_PP_WBS.dot |
| PP_W04 | M | Risk List Mitigation Plan/list (incl. risk costs) | PP_T05 | PL-DP | Template_PP_Risk_List_Mitigation_Plan.xlt |
| PP_W05 | M | Project Summary Costs | PP_T04 | PL-DP | Template_PP_Estimation_Schedule.xlt |
| PP_W06 | M | Work Package plan (subproject level, incl. resource usage and dates) | PP_T06 | SPL | Free format |
| PP_W07 | M | Project Plan | PP_T07 | PL-DP | Template_PP_Project_Summary_Report_yyyy_mm.dot |
| PP_W08 | M | Milestone Plan | PP_T07 | PL-DP | Template_PP_Estimation_Schedule.xlt |
| PP_W09 | M | Subproject Plan | PP_T06 | PL-DP | Template_PP_Estimation_Schedule.xlt |
| PP_W10 | M | Effort Estimation | PP_T04 | PL-DP | Template_PP_Estimation_Schedule.xlt |
| PP_W11 | M | Data Management Plan | PP_T07 | PL-DP | Template_PP_Project_Summary_Report_yyyy_mm.dot |
| PP_W12 | M | PIP DR3 Review protocol | PP_T07 | GPM | Template_PPQA_FB-MES-004-003-SQ_Pdr3.dot |
| PP_W13 | M | Stakeholder Involvement plan | PP_T07 | PL-DP | Template_PP_Project_WorkProduct_Plan.xlt |
| PP_W14 | M | SQA Plan | PP_T02 | PL-DP | Template_PP_SQA_Plan.xlt |

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- **Method:** *Small groups*
- **Timing:** *10' group work, 10' discussion in plenum*
- **Form:** *Group elaboration*
- **Documents:** *none*
- **Deliverable:** *Group notes*

- **Question:**
**In Activity ,Finalize Project Plan‘
you will establish a ,Stakeholder Involvement Plan‘.
State the following:**
 - I. Why is it important to establish this plan (objectives)?*
 - II. When do you need to involve the stakeholders?*

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GP2.7 IDENTIFY AND INVOLVE RELEVANT STAKEHOLDERS

Identify and involve the relevant stakeholders as planned

Purpose:

Establish and maintain the expected involvement of stakeholders during the execution of the process.

Practice:

- Involve relevant stakeholders as described in an appropriate plan
- Involve them appropriately in activities such as
 - Planning
 - Decisions
 - Commitments
 - Communications
 - Coordination
 - Reviews
 - Appraisals
 - Requirements definitions
 - Requirements management (Change Requests)
 - Resolution of problems/issues

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*What was important for
you concerning this
Process Rule?*



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