

ArchEE Project Planning

June 2015

Cluster Name	Locking in requirements (input) & content (output)		
Purpose	To define what can go to ArchEE, when QC takes place, what content will be reflected in outputs		
Team Members	Michelle, Dennis, Annamarie, Gorm, Johannes		
Deliverables	<ul style="list-style-type: none"> - Definition and implementation of content management (and quality control as part of it) - Definition of filter/ requirements for accepting inputs to ArchEE, such as method and approach, evaluation process implemented, evaluation outcome, audience. - Define robustness checks (and get rid of the garbage) - Design platform accepting many evaluations and making robust/relevant ones searchable - Definition of membership 		
Assumptions	<ul style="list-style-type: none"> - Step-wise approach - Database both harvesting from other databases and accepting new submissions - Input of different types of evaluations (or failed attempts of evaluations) - Differentiate evaluations, assessments, incomplete evaluations, etc. - Critical mass to start with, sufficient incentives for submitting evaluations, EEN and other networks reaching out to promote ArchEE - Review of self-ratings of evaluations submitted 		
Resources	<ul style="list-style-type: none"> - Frontload IT efforts to reduce downstream resource needs - Significant upfront investment - 0.25-1.25 full time equivalent, depending on which of the following elements are covered: <ul style="list-style-type: none"> o Governance o Content management o IT infrastructure o Maintenance of the system and depending on extent of outreach work + network effort on outreach		
Responsibilities	See task list		
Interdependencies with other clusters	IT; governance: what are offline components, steering of content management; learning community		
Task	Deliverable	Who	When
Finnish task planning	task plan, including various definitions, concrete requirements and anticipated linkages	Dennis, Johannes, Gorm	Autumn 2015
External outreach	Map external actors and inform them on the upcoming	Michelle	Winter

	developments		
Mainstream all task plans into overarching project plan			
IT implementation	Selection of beta testers from potential user community, beta testing of user requirements, translation of user requirements into IT requirements, IT implementation, beta tested of implementation	Annamarie on meta testing	Summer 2016
Outreach, including to other networks for promoting ArchEE		EEN	Autumn 2016
Harvesting from other databases	Inclusive harvesting with external stakeholders	A team	