

# TFANet Transformational Plan Project Planning

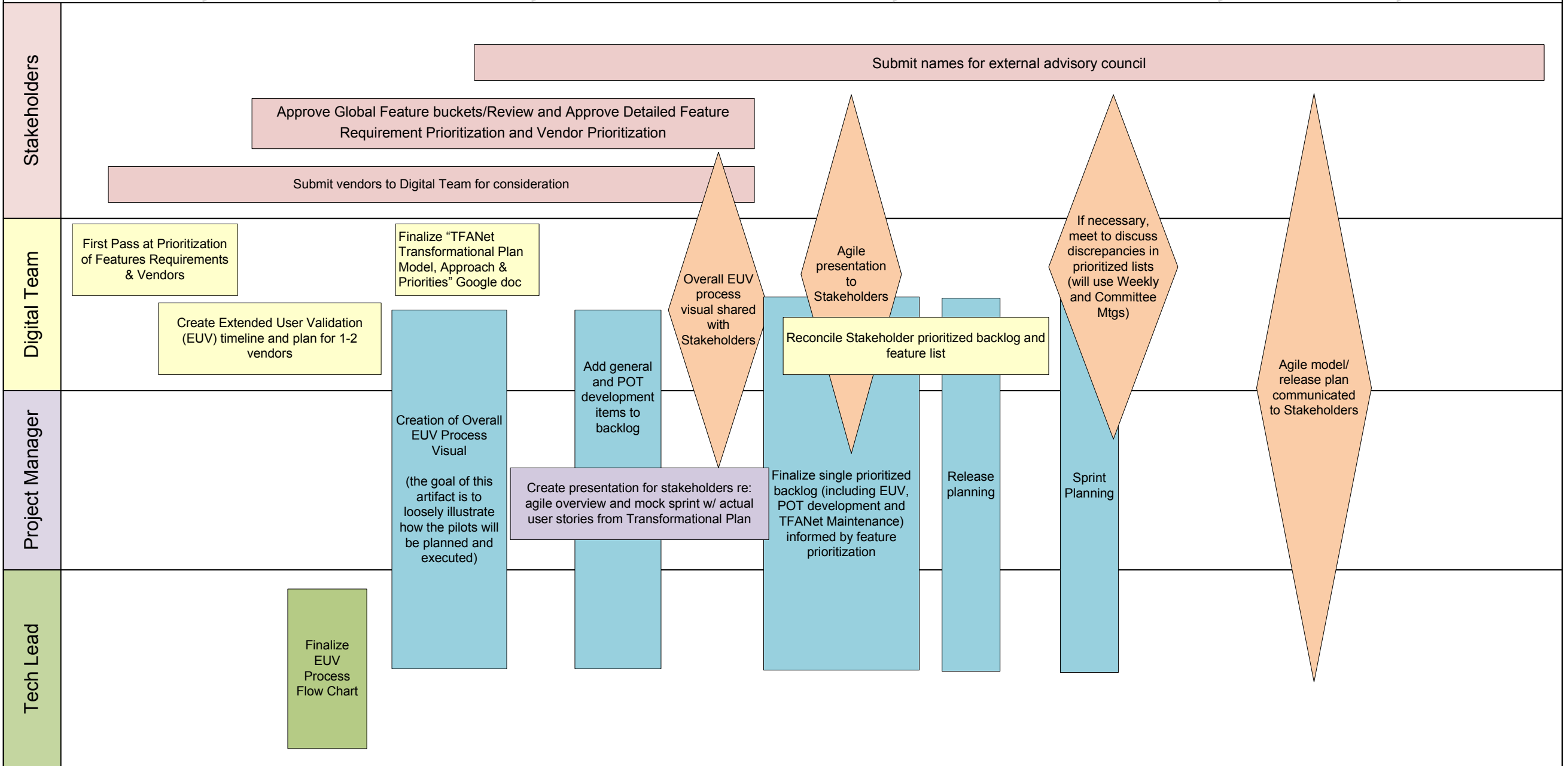
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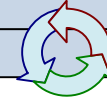
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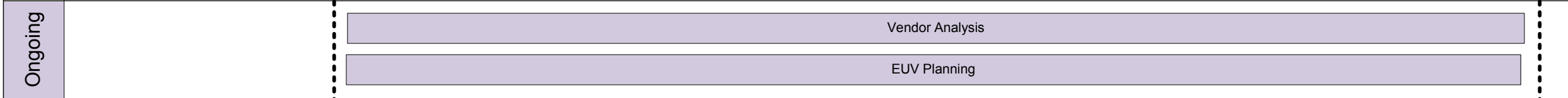
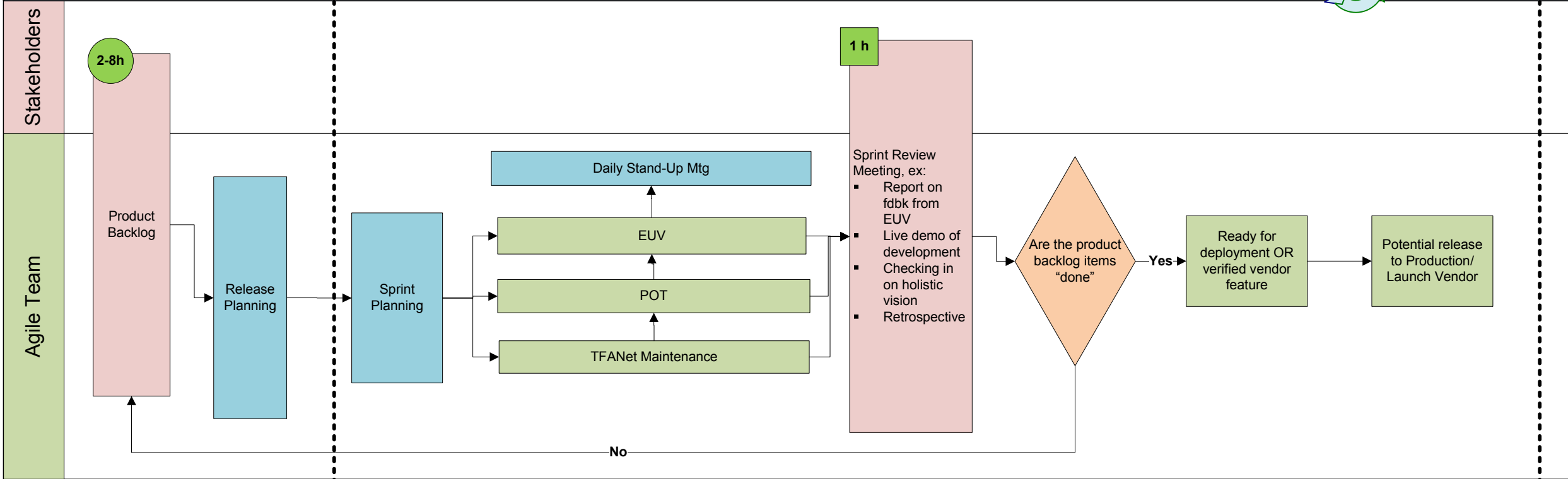
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# TFANet Agile Model



## Preparation | Sprint (2-4wks)



**Notes**

The **product backlog** is a force-ranked list of desired functionality prioritized in alignment with the prioritized feature requirements.

The product backlog will include items from the following sources:

- EUVs
- POT
- General TFANet Maintenance
- TFANet Enhancements not part of POT

The product backlog will be constantly reprioritized by the product owner with the input of the Stakeholders. Depending on the items in the backlog, Stakeholder input will range from 2-8 hours per \_\_\_\_.

**Vendor Analysis** and **EUV Planning** will be ongoing streams of work that happen in parallel to the items included in the agile model. Sprint planning will take into account the amount of time resources must devote to these parallel streams.

**For a detailed view of the steps taken during the Vendor Analysis, see pg. 5**

**For a detailed view of the steps taken during the EUV planning, including time estimates for stakeholder involvement, see pg. 6.**

**SAMPLE STORIES:**

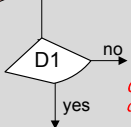

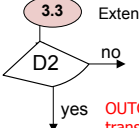



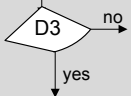
As a TFANet user I am able to create collections of resources in order to organize my materials to plan lessons efficiently

As a job board user I can search for compelling opportunities to accelerate my career.

Example Flow for this story:

- Tested with a vendor (Gooru) using user survey; result of the survey show that Gooru allows users to create a collection of resources and lesson plan in an efficient manner and therefore is a feature we would choose to use through this vendor. Story is complete and this becomes a verified vendor feature.
- Tested with Gooru through survey; result of survey shows that it does not achieve desired outcome . The story goes back into the backlog to either be considered with another vendor or to be developed in-house.

## Vendor (3<sup>rd</sup> party) Analysis Process

Steps	What & Why (Outcome)	Tasks	Who	Time to complete	Status
<b>Step 1</b>	<b>CREATE - a list of vendors specific to Needs</b> <i>Establish scope of research</i>	<b>TASKS:</b> <ul style="list-style-type: none"> <li>Research - Competitive analysis of external vendors specific to a problem domain</li> <li>Gather ideas from all teams**</li> </ul>	Biz, UX, BA	<b>Cut off for Step 1 is Aug 3 for prio buckets</b>	
<b>Step 2</b>	<b>ASSESS: Initial Vendor Feasibility based on needs</b>  <i>OUTCOME: Narrow list of vendor options</i>	<b>TASKS:</b> <ul style="list-style-type: none"> <li>Establish vendor contact</li> <li>Arrange for demo</li> <li>Team exploration (in platform)</li> </ul> D1 = DECISION CALCULUS: Slightly subjective based on team consensus for matching needs	Biz, UX, BA	Many of the remaining steps have a model dependency in terms of length of time	
<b>Step 3</b>	<b>Detailed Vendor Evaluation</b>	<b>TASKS:</b> (See 3.0-3.3)			
3.0	Draft comprehensive features list mapping; early ux assessment <i>OUTCOME: Provides early indicator to gaps; provides later information for decision-making</i>		UX, Dev lead, BA	1-2 days depending on bucket/area.	
3.1	User Testing & Validation <i>OUTCOME:</i> <ul style="list-style-type: none"> <li>Narrow the list of vendor options</li> <li>Inform deeper pilot (user validation) areas and objectives</li> </ul>		UX, Biz, BA (user researcher)	Less than 2 weeks.	
3.2	Initial Tech Validation, including licensing (e.g., ownership of resources uploaded to a 3 <sup>rd</sup> party platform) and cost <i>OUTCOME:</i> <ul style="list-style-type: none"> <li>Understand and consider use cases for deeper pilot</li> <li>Be aware of constraints, costs, and other upfronts concerns &gt; Narrow list as necessary</li> <li>Understand what it would take to do an extended pilot (cost, etc).</li> </ul>	 NOTE: IF there is critical data being captured, used, developed, we need to understand what happens if we end the pilot. (If no tech ability to archive and migrate data we may have an issue).	UX, Dev lead, BA	1-5 days depending on vendor.	
3.3	Extended user validation (EUV)  <i>OUTCOME: Refine &amp; narrow options to one or two or none.</i> <i>OUTCOME: Confirm to incorporate into transformational plan.</i>	 Ideally down to 2 or less vendors per bucket	Full team involvement and transparency		
<b>Steps to Outcomes</b>					
1	Develop testing objectives and success measures		Biz + BA + UX	2 days	
2	Plan user access, level of EUV integration, and plan for recruiting users if necessary		All (+Vendor)	2 days	
3	Agree to ideal timeline	 When a late EUV is incorporated into the same access point as others, ensure forking timeline and recruiting appropriately	Biz + Tech + BA (+Vendor)	1 day	
4	Launch EUV		Tech	(Varies depending on vendor)	
5	Monitor progress, usage, measures		BA	Duration of pilot	
6	Close EUV; synthesize results	 NOTE: IF there is critical data being captured, used, developed, we need to understand what happens if we end the EUV. (If no tech ability to archive and migrate data we may have an issue).	All (+Vendor)	5 days	
<b>Step 4</b>	<b>Assess Solution Feasibility &amp; Integration options</b>  <i>OUTCOME: Fully integrated into trans plan.</i>	<b>TASKS:</b> <ul style="list-style-type: none"> <li>Develop list of proof of concepts if needed</li> <li>Solutioning how this folds into trans plan holistic solution</li> </ul> D3 = DECISION CALCULUS: Consensus around value-add and trade-off approval.	Dev lead, BA		
<b>Step 5</b>	<b>Initiate Formalization of Vendor Relationship</b>	<b>OUTCOME: Full integration plan</b>	Biz, Tech, BA, Legal, Finance (PM to drive legal and finance process)		

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