Submission:
- Post soft copy of Part1 (Printable version of WinWin report) on your team website under Valuation (phase)
- Submit soft copy of Part2 (discussion) on DEN

File name convention:
- WinWinReport_Valuation_F09_Teamxx.html
- WinWinReportDiscussion_Valuation_F09_Teamxx.doc

Part 1: Generate WinWin report
- From your project wiki web, select “Reports” from left bar -> click “Printable” -> save soft copy
- The report is generated based on the content you put in the tool. Do NOT modify the report with your own creation. Instead, you should make sure each section has been done correctly.
- Sections in the report:
  - Stakeholders
  - Win conditions
  - Issues and options
  - Agreements with priority
  - Glossary

S1: Stakeholders

Instructions:
Click “Edit” blow stakeholder table, record stakeholder participants and roles in the table.
S2: Win Conditions

Instructions:
Create a wiki page for each win condition. Fill in required fields in the WebTopicForm:
  - TopicClassification: WinCondition
  - TopicStatus: Open or Agreed
    - Open: win condition is not agreed
    - Agreed: win condition is agreed

Note: if a win condition gets dropped (a win condition page is not used), click on “Move” -> follow instruction to mark page for deletion.

S3: Issues and Options

Instructions:
Create a wiki page for each issue. Fill in required fields in the WebTopicForm:
  - TopicClassification: Issue
  - TopicStatus: Open or Closed
    - Open: issue is unresolved
Create a wiki page for each option. Fill in required fields in the WebTopicForm:
- TopicClassification: Option
- TopicStatus: Open or Agreed
  - Open: option is not agreed
  - Agreed: option is agreed

To display options under corresponding issue, edit issue page, type option page names on the issue page.

Note: if an issue or option gets dropped (an issue or option page is not used), click on “Move” -> follow instruction to mark page for deletion.

S4: Agreements with Priority

Instructions:

1. (Shaper) Produce a list of non-redundant, unambiguous agreement statements based upon agreed win conditions and options
   
1) Select “Prioritization” from left bar -> click on “WinWin Agreements”
2) On the “WinWinAgreements” page, edit the Agreements table. For each agreement, add a row to the table, required fields for each agreement:
   a) Identifier: Agreementx (x: 1, 2, 3...)  
   b) Description  
   c) Names of corresponding agreed win condition and/ or option  
   d) Priority category: determined by the prioritization results

You should open another page “Agreed WinConditionOption”. You can copy the win condition/ option name and description to your table, and edit the description from there.
2. **(Shaper) Generate survey templates**

1) Select “Templates” from left bar, you will see two survey templates on the list:
   - SurveyEaseOfImplementationTemplate
   - SurveyImportanceTemplate

2) Edit each template page, copy and paste agreements (Identifier, description) from “WinWinAgreements” page to each template. **Do NOT copy table heading, only the table rows starting with “|Agreement1 |”**

   | Agreement1 | description of agreement 1 |
   | Agreement2 | description of agreement 2 |
   | Agreement3 | description of agreement 3 |
   | ...
3. **(Shaper) prepare survey page for each stakeholder class**

1) Create a page for client using SurveyImportanceTemplate
   - Select “Templates” from menu bar -> click on create a new page using template -> enter topic name: “SurveyPageForClient”, select “SurveyImportanceTemplate”

2) Create a page for development team using SurveyEaseOfImplementationTemplate
   - Select “Templates” from menu bar -> click on create a new page using template -> enter topic name: “SurveyPageForDevTeam”, select “SurveyEaseOfImplementationTemplate”

4. **Stakeholder prioritize agreements**

1) (Client) prioritize importance
   - Select “Prioritization” from left bar -> click on “SurveyPageForClient” -> Edit table
• On the survey page, edit table, enter “importance” rating for each agreement, provide rationale, click “Save table” to save results.

2) (Development team) prioritize ease of implementation
• Do it as a team, discuss and get consensus within team first
• Select “Prioritization” from left bar -> click on “SurveyPageForDevTeam” -> Edit table
• On the survey page, edit table, enter “Ease of Implementation” rating for each agreement, provide rationale, click “Save table” to save results.

5. **(Shaper) categorize prioritization results**

1) Shaper will collect client and dev team’s rating results, categorize agreements into four categories.

<table>
<thead>
<tr>
<th>Importance &lt; 5</th>
<th>Importance &gt;= 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ease of Implementation &gt; 5</td>
<td>Maybe later (MLR)</td>
</tr>
<tr>
<td>Ease of Implementation &lt;= 5</td>
<td>Forget them (FGT)</td>
</tr>
</tbody>
</table>

2) Shaper update “Priority Category” on WinWin agreements list
• Select “Prioritization” from left bar -> click on “WinWin Agreements”
• On the “WinWinAgreements” page, edit the Agreements table to update priority category

**S5: Glossary**

**Instructions:**
Create a wiki page for each glossary term. Fill in required fields in the WebTopicForm:
TopicClassification: Glossary

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
</tr>
</thead>
</table>
| COTS | Commercial of the shelf, as an example, Joomla. | (12 Sep 2009 - 13:37)
| SCS | SCS Stands for Success Critical Stakeholders. These stakeholders have a stake in the project success. SCS must be identified and consulted during requirements. | (11 Sep 2009 - 21:36) |

**Part 2: Discussion**

1. **Discuss win conditions**
   • Discuss stakeholders’ needs and what win conditions are identified to meet those needs
WinWin Report (Valuation Phase)

35 points; Due - Friday 10/9, 11:59pm

Contact person - DEN discussion board

- Client
- Developer
- Maintainer (if applicable)

Format:

<table>
<thead>
<tr>
<th>Stakeholder class</th>
<th>Needs</th>
<th>Win conditions</th>
</tr>
</thead>
</table>

Example:

<table>
<thead>
<tr>
<th>Stakeholder class</th>
<th>Needs</th>
<th>Win conditions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Client</td>
<td>Free database solution</td>
<td>ZeroBudget, OnlineDatabase</td>
</tr>
<tr>
<td>Client</td>
<td>Federal law requires applicants’ information to be kept secure</td>
<td>InformationSecurity</td>
</tr>
<tr>
<td>Developer</td>
<td>Use familiar tools</td>
<td>WindowsPlatform</td>
</tr>
<tr>
<td>...</td>
<td>...</td>
<td>...</td>
</tr>
</tbody>
</table>

➢ There are likely more than one types of user in your system. List the types of users and the particular needs must be satisfied for each type.

Format:

<table>
<thead>
<tr>
<th>User type</th>
<th>Needs</th>
<th>Win conditions</th>
</tr>
</thead>
</table>

Example:

<table>
<thead>
<tr>
<th>User type</th>
<th>Needs</th>
<th>Win conditions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrator</td>
<td>Manage user accounts</td>
<td>AuthorizeUsers</td>
</tr>
<tr>
<td>Volunteer</td>
<td>Submit application online</td>
<td>OnlineApplication</td>
</tr>
<tr>
<td>Volunteer</td>
<td>View events schedule</td>
<td>ViewEventCalendar</td>
</tr>
<tr>
<td>Manager</td>
<td>Schedule events</td>
<td>AddEventToCalendar, EditEventCalendar</td>
</tr>
</tbody>
</table>

2. Discuss negotiated issues

➢ For issues that capture conflicts, discuss in the context of model clash

<table>
<thead>
<tr>
<th>Issue Name</th>
<th>Stakeholder-model involved</th>
<th>How/why clash</th>
</tr>
</thead>
</table>
For issues that capture risks, identify the corresponding risk item from weekly progress report:

<table>
<thead>
<tr>
<th>Issue Name</th>
<th>Week# - Risk Item</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If you have issues that don’t fall into conflicts and risks, list them in below and explain what they are:

<table>
<thead>
<tr>
<th>Issue Name</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If no issue was identified during the negotiation, explain why.

### Grading criteria

- **TAs will check results directly in the WikiWinWin tool based on the submitted report**
- **Completion**
  - Identify success critical stakeholders and their win conditions
  - Identify all nominal scenarios of capability win conditions, off-nominal capability win conditions, most significant project win conditions, interface win conditions, level of service win conditions, and high-level evolutionary win conditions (if any)
  - Outstanding issues must have candidate options; must identify closure strategy if none of the options is agreed on.
  - Glossary capture acronym, domain specific terms, technical terms
  - Agreements must have priority
- **Quality**
  - Elaboration and discussion on win conditions, issues, and options are documented in the wiki. Have reference in the wiki if already documented somewhere else.
  - Win conditions and options contain rationale
  - Unambiguous, understandable
  - Issues capture high risk items and conflicts
  - Capability agreements must be testable. Level of service agreements must be measurable
  - Part 2 discussion
- **Integrity**
  - Check for fraud content or duplication with other projects