

ONCODIR
Second Plenary in Vienna
**Comprehensive guide to the User
Requirements Workshop**

01-02.07.2024

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1. Introduction and schedule

During the Second Consortium Plenary in Vienna, we will be having a series of User Requirements Workshops. They will happen during the first and the second day of the event (1st and 2nd of July 2024). It consists of a total of 6 Workshops:

01/07/2024		02/07/2024	
14:35 - 14:45	Laboratory Integration Test 1 (LIT-01)	09:45-10:30	User Workshop Tool 3: DELI
14:45-15:30	User Workshop Tool 1: PYRAMID	10:30-11:15	User Workshop Tool 4: APPO
15:30-16:15	User Workshop Tool 2: DEPO	11:35-12:20	User Workshop Tool 5: NELI
		12:20-13:05	User Workshop Tool 6: FUSION

In each workshop, a live demo will be shown when available. If the tool has no available demo, there will be a presentation explaining how it would work, with visual representation. For some of these tools (PYRAMID, APPO), there is no specific end-user app/dashboard, but rather a function within the other 3 tools that do have these capabilities (NELI, DEPO, DELI).

2. Agenda


The order of events will be as follows:

A session to introduce the methodology, outcomes, and achieved KPIs of the LIT01 session, held on the 6th of June 2024, will kick-off the workshops. It will take place after the lunch of the first day of the plenary, 1st of July at 14:35.

Following this introduction, a brief explanation on the approach for the workshops will be conducted. This will be followed by the workshops of first two tools (PYRAMID and DEPO). Workshops for the other 4 tools (DELI, APPO, NELI, FUSION) will take place first thing on the second day of the plenary, 2nd of July at 9:45.

3. Methodology

To conduct these workshops, we are going to use the following methodology:

1. Each tool will show a live demo of their current state. When a demo is not available, a presentation will take place.
2. User Partners, either on-site or during the week after the plenary (deadline: 15th of July 2024), will access the following link:
 ONCODIR User & Technical Requirements
(<https://docs.google.com/spreadsheets/d/1VxBqfr7vgOpPjXLA1X1hLLzsc5LX-OUfolhZUkoC8nM/edit?gid=962882673#gid=962882673>)
3. User Partners will review their requirements provided during the last User Requirements Session, held on November 30th of 2023.
 - a. Provide a priority level for each User Requirement (Levels: Low, Mid, High).
 - b. Provide a score on the level of implementation (on the current state of the tool) of the requirement (1: Not Implemented, 2: Partially implemented, 3: Fully implemented).
 - c. Provide comments for the responsible Technical Partners of the tool, if deemed necessary.
4. User Partners will provide new User Requirements to the tool if deemed necessary.

4. Navigating the Spreadsheet to provide feedback: A visual representation

Once you open the [Spreadsheet](#), you will find the following information: points 1, 2 and 3 are pre-defined and contain useful information to understand the full picture of the requirement (each User Partner will only review their own User Requirements); points 4 and 5 show exactly where you will need to provide your feedback for the User Requirements Workshops.

An important note: not all tables in the Spreadsheet will look the same. Some of them have added features to provide a clearer picture of how the requirement is processed and digested in the specific tool, that might not be necessary in other tools. We are using DELI for the following example.

1. User Partner identifier and User Requirement

Note: These cells are used to provide information and context on how the requirement is being processed. No feedback is required from User Partners here.

You will be able to identify your User Requirements looking for your organisation		This is the user requirement you offered in the User Requirements session of the 30th of November
Partner	User Req ID	User requirement
POLA	DELI_UR1	The end result should have an explanation of how it was generated, including sources or publications or link to description of the algorithm
POLA	DELI_UR2	When source is retrospective data collection, it should list the year, when data was generated
POLA	DELI_UR3	Split different categories of pollutants to choose from and then have a possibility to layer them and show correlation with CRC in specific region / country
		Good approach to predict (and visualize) effect on what happens when risk factor changes - can we

This is a general identifier for the requirement

2. Technical translation and difficulty to implement label

Note: These cells are used to provide information and context on how the requirement is being processed. No feedback is required from User Partners here.

Translation of the Requirement into technical terms in order to understand how to implement it		
Tech Req ID	Technical requirement	Difficulty to implement (TECHNICAL PARTNER)
DELI_TR1	DELI will include a short algorithm description analysing the most important pillars.	Low ▼
DELI_TR2	DELI will include the data sources including the year.	Low ▼
DELI_TR3	DELI will explore correlations between CRC incidence and different types of air pollutants	High ▼
	DELI can use prospective data to validate the models	High ▼

This is a technical identifier for the requirement

A "difficulty to implement" label from the technical standpoint, in order to mark how difficult it would be to implement the requirement into the tool
Levels are: Low, Mid, High

- Comments from the responsible Technical Partners of the tool, timeframe to implement the requirement, and how it will be presented during the plenary

Note: These cells are used to provide information and context on how the requirement is being processed. No feedback is required from User Partners here.

Note 2: DELI is being developed by ICCS and CERTH, that is why the “comments from responsible Technical Partners of the tool” is duplicated in this table, and not in others.

Comments from the technical partner about this requirement before the plenary	A rough estimation on when the requirement could be implemented into the tool		How the requirement will be presented during the Vienna user requirements workshops	
Comments before Vienna (ICCS)	Comments before Vienna (CERTH)	Implementation timeframe (ICCS)	Implementation timeframe (CERTH)	Type of Presentation (TECHNICAL PARTNER)
ICCS can provide this to CERTH				
ICCS can provide this to CERTH				
		Done - demonstration TBA		Powerpoint
To be discussed		Currently unable to implement		
Comments from the technical partner about this requirement before the plenary		A rough estimation on when the requirement could be implemented into the tool		

4. User Partner Feedback cells

Note: these cells are the most important of the ones shown: they are where you are going to provide your feedback.

A score/label to express if the requirement has been implemented
Levels: 1. Not Implemented
2. Partially implemented
3. Fully implemented

A "level of priority" label that you will be providing to how important this user requirement is to be implemented

[End user 1] score
1: Not Implemented 2: Partially implemented 3: Fully implemented

[End user 1] Priority

[End user 1] Comments

A space to add any comments about the requirement, how it is implemented, add a note for the responsible technical partner,...

High
Mid
Low

3. Fully Implemented
2. Partially Implemented
1. Not implemented at all

[End user 1] Priority	[End user 1] score	[End user 1] Comments

5. Provide more User Requirements

Note: APPO and FUSION will have their own User Requirements table, where new User Requirements will be able to be provided. As they have not been given User Requirements in the previous User Requirements Session, they do not have a table with the same feedback table as the other 4 tools (PYRAMID, NELI, DEPO, DELI).

Note 2: Please, when filling these rows, scroll to the right, where you will find column P: End User Priority.

Please, be aware that each tool has its own table, and put the requirements of each tool in their respective table

4.1 PYRAMID ▾ 4.2 NELI ▾ 4.3 DEPO ▾ 4.4 DELI ▾

	Partner	User Req ID	User requirement	Tech Req ID		P
		DELI_OR40	decision making processes	DELI_TR51		[End user 1] Priority
62	[User Partner 1]		[NEW USER REQUIREMENT]			
63	[User Partner 2]		[NEW USER REQUIREMENT]			
64	[User Partner 3]		[NEW USER REQUIREMENT]			
65	[User Partner 4]		[NEW USER REQUIREMENT]			
66						

Add here the name of your organisation for each of the new user requirements you have

Add here the user requirement, one at a time. If you have more comments, add another row

Add a "priority to implement" label to the newly created requirement Express how important this requirement is to be added into the tool Levels: Low, Mid, High

High
Mid
Low