

APPENDIX D - STEERING COMMITTEE FUNCTIONAL REQUIREMENTS

NRC Steering Committee Functional Requirements by Verb-Noun combinations

All 'documents' mentioned within the functional requirements captured from the workshop have been re-termed as 'files' for consistency

Findings are grouped by Life-cycle Phase and then sorted by Verb-Noun combination within each group.

Workshop Functional Requirement Findings by Phase

Input / Develop	Verb	Noun	How
ID11	Capture	Email / Faxes	
ID12	Capture	Other Formats	
ID04	Control	Access	
ID06	Control	Created Files	
ID06	Control	Inputted Files	
ID04	Define	Access	
ID09	Handle	Digital Signatures	ensure authentication
ID05	Identify	Packaged Files	
ID07	Input	Files	multiple source accessibility
ID02	Interface	Systems	
ID05	Link	Packaged Files	
ID04	Profile	Attributes	
ID08	Receive	Files	via the internet
ID03	Scan	Files	
ID10	Support	Common Formats	
ID01	Write	Files	collaboratively
Store	Verb	Noun	How
STR02	Capture	Agency-related Files	
STR02	Capture	Personal Files	
STR03	Control	Posting Rights	particularly for folders
STR03	Control	Storage Rights	particularly for folders
STR02	Define	Agency-related Files	
STR02	Define	Personal Files	
STR01	Ensure	File Fidelity	
STR01	Ensure	Usability	
STR04	Satisfy	NARA requirements	

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STR07	Store	Files	from remote locations
STR08	Store	Files	redundantly for disaster recovery
STR05	Support	Growth requirements	
STR06	Transfer	Files	to local formats (e.g. CD) for portability
Query	Verb	Noun	How
Q06	Bookmark	Files	
Q04	Control	Access	to files within packages based upon rights
Q08	Download	Files	for reuse and printing
Q07	Identify	Relevance	to the search criteria used on a % basis
Q09	Retrieve	Files	to screen
Q02	Retrieve	Large Amounts of Data	
Q05	Retrieve	Multiple Files	simultaneously
Q01	Search	Files	in a WestLaw / Lexis type manner
Q10	Search	Files	using a 'Yahoo' type interface
Q02	Search	Large Amounts of Data	
Q03	Search	Other Format Files	
Review / Edit	Verb	Noun	How
RE04	Compare	Files	over time
RE01	Control	Functional Rights	to review and edit
RE02	Edit	Files	remotely
RE02	Review	Files	remotely
RE03	Support	Living Files	
RE05	Support	Other Format Files	
Send	Verb	Noun	How
SND04	Attach	File Attachments	to email
SND01	Distribute	Files	electronically
SND03	Distribute	Files	to multiple lists
SND04	Identify	Files	to email
SND05	Receive	Email	
SND05	Sort/Filter	Email	to filter and manage using criteria
SND02	Track	File Status	
SND02	Verify	File Receipt	
Print / Publish	Verb	Noun	How
PP04	Access	Files	via links under program control

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PP05	Bookmark	File Sections	to support hyperlinking to specific sections
PP03	Cut	File Sections	from previous Files
PP03	Paste	File Sections	from previous Files
PP02	Print	Large Files	efficiently
PP02	Print	Selected Pages	efficiently
PP06	Print	Thumbnails	for preview
PP01	Publish	Files	in compliance with Section 508
PP03	Reuse	File Sections	from previous Files
PP08	Route	File Printouts	to differing systems
PP08	Select	File Printouts	to differing systems
PP07	Terminate	File Printouts	initiated erroneously
PP06	Preview	Thumbnails	
Archive / Destroy	Verb	Noun	How
AP02	Access	Archived Files	easily
AP01	Satisfy	Federal RM Requirements	
Other - Workflow	Verb	Noun	How
OW03	Adapt	Workflows	from within ADAMS
OW03	Manage	Workflows	from within ADAMS
OW01	Provide	Application Interfaces	to support workflow
OW01	Provide	Functional Interfaces	to support workflow
OW02	Support	Automated Concurrence	
Other - Pgm Admin	Verb	Noun	How
OPA03	Satisfy	Infrastructure Issues	
OPA03	Satisfy	Operational Issues	
OPA04	Satisfy	Public Interface Issues	
OPA05	Satisfy	Regional Office Issues	
OPA02	Support	Centralized Administration	
OPA01	Support	Multi-point QA	for File integrity and quality
End of Steering Committee Functional Requirements Capture Map by Phase			
Workshop Functional Requirement Findings sorted by Verb-Noun Combination			
Workshop	Verb	Noun	How
Phase-FR Code			
AP02	Access	Archived Files	easily

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PP04	Access	Files	via links under program control
OW03	Adapt	Workflows	from within ADAMS
SND04	Attach	Files	to email
PP05	Bookmark	File Sections	to support hyperlinking to specific sections
Q06	Bookmark	Files	
STR02	Capture	Agency-related Files	
ID11	Capture	Email / Faxes	
ID12	Capture	Other Formats	
STR02	Capture	Personal Files	
RE04	Compare	Files	over time
ID04	Control	Access	
Q04	Control	Access	to files within packages based upon rights
ID06	Control	Created Files	
RE01	Control	Functional Rights	to review and edit
ID06	Control	Inputted Files	
STR03	Control	Posting Rights	particularly for folders
STR03	Control	Storage Rights	particularly for folders
PP03	Cut	File Sections	from previous Files
ID04	Define	Access	
STR02	Define	Agency-related Files	
STR02	Define	Personal Files	
SND01	Distribute	Files	electronically
SND03	Distribute	Files	to multiple lists
Q08	Download	Files	for reuse and printing
RE02	Edit	Files	remotely
STR01	Ensure	File Fidelity	
STR01	Ensure	Usability	
ID09	Handle	Digital Signatures	ensure authentication
SND04	Identify	File Attachments	to email
ID05	Identify	Packaged Files	
Q07	Identify	Relevance	to the search criteria used on a % basis
ID07	Input	Files	multiple source accessibility
ID02	Interface	Systems	
ID05	Link	Packaged Files	

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OW03	Manage	Workflows	from within ADAMS
PP03	Paste	File Sections	from previous Files
PP06	Preview	Thumbnails	
PP02	Print	Large Files	efficiently
PP02	Print	Selected Pages	efficiently
PP06	Print	Thumbnails	for preview
ID04	Profile	Attributes	
OW01	Provide	Application Interfaces	to support workflow
OW01	Provide	Functional Interfaces	to support workflow
PP01	Publish	Files	in compliance with Section 508
SND05	Receive	Email	
ID08	Receive	Files	via the internet
Q09	Retrieve	Files	to screen
Q02	Retrieve	Large Amounts of Data	
Q05	Retrieve	Multiple Files	simultaneously
PP03	Reuse	File Sections	from previous Files
RE02	Review	Files	remotely
PP08	Route	File Printouts	to differing systems
AP01	Satisfy	Federal RM Requirements	
OPA03	Satisfy	Infrastructure Issues	
STR04	Satisfy	NARA requirements	
OPA03	Satisfy	Operational Issues	
OPA04	Satisfy	Public Interface Issues	
OPA05	Satisfy	Regional Office Issues	
ID03	Scan	Files	
Q01	Search	Files	in a WestLaw / Lexis type manner
Q10	Search	Files	using a 'Yahoo' type interface
Q02	Search	Large Amounts of Data	
Q03	Search	Other Format Files	
PP08	Select	File Printouts	to differing systems
SND05	Sort/Filter	Email	to filter and manage using criteria
STR07	Store	Files	from remote locations
STR08	Store	Files	redundantly for disaster recovery
OW02	Support	Automated Concurrence	
OPA02	Support	Centralized Administration	
ID10	Support	Common Formats	
STR05	Support	Growth requirements	

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RE03	Support	Living Files	
OPA01	Support	Multi-point QA	for File integrity and quality
RE05	Support	Other Format Files	
PP07	Terminate	File Printouts	initiated erroneously
SND02	Track	File Status	
STR06	Transfer	Files	to local formats (e.g. CD) for portability
SND02	Verify	File Receipt	
ID01	Write	Files	collaboratively

End of Compiled Functional Requirements by Verb-Noun Combination

Workshop Functional Requirement Findings sorted by Phase / FR Code

Workshop Phase-FR Code	Verb	Noun	How	FR covered by ADAMS 3.0				
				Phase Sequence	Group 1	Group 2	Group 3	Work Around
ID01	Write	Files	collaboratively	1	N	Y	N	
ID02	Interface	Systems		1	P	N	N	
ID03	Scan	Files		1	Y	Y	Y	
ID04	Control	Access		1	Y	Y	Y	
ID04	Define	Access		1	Y	Y	Y	
ID04	Profile	Attributes		1	Y	Y	Y	
ID05	Identify	Packaged Files		1	Y	Y	Y	
ID05	Link	Packaged Files		1	N	Y	Y	
ID06	Control	Created Files		1	N	N	N	
ID06	Control	Inputted Files		1	Y	Y	Y	
ID07	Input	Files	multiple source accessibility	1	Y	Y	Y	
ID08	Receive	Files	via the internet	1	N	N	Y	WA1,3
ID09	Handle	Digital Signatures	ensure authentication	1	U	N	N	
ID10	Support	Common Formats		1	Y	Y	Y	
ID11	Capture	Email / Faxes		1	Y	Y	Y	
ID12	Capture	Other Formats		1	P	Y	Y	
STR01	Ensure	File Fidelity		2	N	N	Y	
STR01	Ensure	Usability		2	N	N	N	
STR02	Capture	Agency-related Files		2	Y	Y	Y	
STR02	Capture	Personal Files		2	Y	Y	Y	
STR02	Define	Agency-related Files		2	Y	Y	Y	
STR02	Define	Personal Files		2	Y	Y	N	
STR03	Control	Posting Rights	particularly for folders	2	Y	Y	Y	

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STR03	Control	Storage Rights	particularly for folders	2	Y	Y	Y	
STR04	Satisfy	NARA requirements		2	N	U	U	
STR05	Support	Growth requirements		2	Y	N	N	
STR06	Transfer	Files	to local formats (e.g. CD) for portability	2	Y	Y	Y	
STR07	Store	Files	from remote locations	2	Y	Y	Y	
STR08	Store	Files	redundantly for disaster recovery	2	U	N	N	
Q01	Search	Files	in a WestLaw / Lexis type manner	3	N	N	N	
Q02	Retrieve	Large Amounts of Data		3	Y	Y	Y	
Q02	Search	Large Amounts of Data		3	Y	Y	Y	
Q03	Search	Other Format Files		3	P	N	Y	
Q04	Control	Access	to files within packages based upon rights	3	Y	Y	Y	
Q05	Retrieve	Multiple Files	simultaneously	3	N	Y	Y	
Q06	Bookmark	Files		3	N	N	U	WA2,3
Q07	Identify	Relevance	to the search criteria used on a % basis	3	N	N	N	
Q08	Download	Files	for reuse and printing	3	Y	Y	Y	
Q09	Retrieve	Files	to screen	3	Y	Y	Y	
Q10	Search	Files	using a 'Yahoo' type interface	3	Y	N	N	
RE01	Control	Functional Rights	to review and edit	4	Y	Y	Y	
RE02	Edit	Files	remotely	4	Y	Y	N	
RE02	Review	Files	remotely	4	Y	Y	Y	
RE03	Support	Living Files		4	U	N	Y	
RE04	Compare	Files	over time	4	N	N	N	
RE05	Support	Other Format Files		4	P	N	Y	
SND01	Distribute	Files	electronically	5	Y	Y	Y	
SND02	Track	File Status		5	N	N	N	WA3
SND02	Verify	File Receipt		5	N	N	N	WA3
SND03	Distribute	Files	to multiple lists	5	Y	Y	Y	
SND04	Attach	Files	to email	5	Y	Y	Y	WA3
SND04	Identify	File Attachments	to email	5	Y	N	Y	WA3
SND05	Receive	Email		5	N	N	N	WA3
SND05	Sort/Filter	Email	to filter and manage using criteria	5	N	N	N	WA3
PP01	Publish	Files	in compliance with Section 508	6	N	N	N	
PP02	Print	Large Files	efficiently	6	N	N	N	
PP02	Print	Selected Pages	efficiently	6	N	N	N	WA3
PP03	Cut	File Sections	from previous Files	6	N	N	Y	WA1

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PP03	Paste	File Sections	from previous Files	6	N	N	Y	WA1
PP03	Reuse	File Sections	from previous Files	6	N	N	Y	WA1,2
PP04	Access	Files	via links under program control to support hyperlinking to specific sections	6	N	N	N	
PP05	Bookmark	File Sections		6	N	N	N	
PP06	Preview	Thumbnails		6	Y	N	Y	
PP06	Print	Thumbnails	for preview	6	N	N	N	
PP07	Terminate	File Printouts	initiated erroneously	6	Y	N	N	
PP08	Route	File Printouts	to differing systems	6	Y	N	Y	
PP08	Select	File Printouts	to differing systems	6	U	N	Y	
AP01	Satisfy	Federal RM Requirements		7	N	N	N	
AP02	Access	Archived Files	easily	7	U	N	Y	
OW01	Provide	Application Interfaces	to support workflow	8	U	N	N	
OW01	Provide	Functional Interfaces	to support workflow	8	U	N	N	
OW02	Support	Automated Concurrence		8	N	N	N	
OW03	Adapt	Workflows	from within ADAMS	8	Y	N	N	
OW03	Manage	Workflows	from within ADAMS	8	Y	N	N	
OPA01	Support	Multi-point QA	for File integrity and quality	9	Y	Y	N	
OPA02	Support	Centralized Administration		9	Y	N	Y	
OPA03	Satisfy	Infrastructure Issues		9	U	N	N	
OPA03	Satisfy	Operational Issues		9	U	N	N	
OPA04	Satisfy	Public Interface Issues		9	U	N	N	
OPA05	Satisfy	Regional Office Issues		9	U	N	N	
End of Compiled Map by FR Code					Group	Group	Group	
					1	2	3	
Number of long-term, DM, NRC Functional Requirements identified by the Steering Committee for an ideal ADAMS				80				
Summary results on findings from the Life-cycle Assessment Interviews								
Average number of long-term, DM, NRC Functional Requirements perceived to be <u>supported</u> by ADAMS 3.0				38.0	38	33	43	
Average number of long-term, DM, NRC Functional Requirements perceived to be <u>partially supported</u> by ADAMS 3.0				1.3	4	0	0	
Average number of long-term, DM, NRC Functional Requirements perceived to be <u>not supported</u> by ADAMS 3.0				36.0	27	46	35	
Average number of long-term, DM, NRC Functional Requirements where support <u>could not be determined</u>				4.7	11	1	2	
Average number <u>workarounds</u> in use to cover long-term, DM, NRC Functional Requirements perceived to be not supported by ADAMS 3.0				12				