



**Business Technology Alignment
Web Publication Requirements**

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Overview

The Business Technology Alignment (BTA) scope within the SFA Modernization effort focuses on supporting closer alignment of technology-related issues with business priorities, and the standardization and management of the SFA technical infrastructure. This document contains the application requirements for a tool that will be used by this initiative.

Background

The SFA Business-Technology Alignment (BTA) initiative has discovered there is no repeatable process in place to help ensure that technology related decisions are driven by business needs and priorities, and that new development efforts are following SFA's technology standards. The BTA processes will help address the risk of implementing solutions that do not follow enterprise technology standards, and that do not integrate or do not effectively support the business. Not following the enterprise technology standards poses a risk of increasing the complexity and cost of implementing and maintaining SFA's applications. Projects that incorporate non-standard SFA technologies may incur additional and unnecessary costs to test, integrate, maintain, operate and staff the solution.

Currently, SFA's technology architecture and standards reviews are performed on an ad-hoc basis without a well-documented process to follow. Lack of consistent and repeatable processes has led to an inconsistent approach to technology-related decisions. It has also resulted in an increased number of different technologies being used, which has added to complexity and cost of maintaining and operating the solutions.

By implementing the BTA organization and processes SFA will benefit in the following areas:

- ❑ Business relevancy of technology-related decisions;
- ❑ Technology alignment and management;
- ❑ Budgetary control;
- ❑ Communication effectiveness;
- ❑ Legislative compliance (Clinger-Cohen Act).

The BTA leverages existing groups and organizations within SFA and the Modernization Partner. However, one new entity has been formed called the Architecture Working Group (AWG). The AWG is at a similar level, and complimentary, to the Decision Support Group (DSG). However, the AWG will be addressing technology-related issues, whereas the DSG is more organization and investment focused.

The AWG will be composed primarily of senior SFA business representatives, and enterprise technical specialists. It will provide a forum for discussion, understanding and communicating the impact of technology changes on the SFA business units. The AWG will be supported by the AWG Support Group called the Architecture Support Group (ASG). The ASG will provide the detailed technical guidance and structure to the various project teams and support the review process.

The ASG will require accessibility to the most up-to-date SFA Standards and Procedures, the Target State Vision documents, standardized reference documentation, and the Infrastructure Blueprint. In addition, there is a need to link these documents to the business capabilities via the Target State Vision.

To accomplish these objectives, the group needs an automated tool to:

- Conduct the analysis
- Provide information in a timely manner
- Keep a current profile of the infrastructure components that support the architecture.

Web Publication Tool Objectives

The objective of this tool is to support the BTA organization and processes, which include:

- ✓ Analysis to determine the impact of the changes to the systems architecture and the business
- ✓ Analysis to determine business impact of introducing new technologies
- ✓ Support for workflow activities.

In addition, this will help the SFA meet its cost reduction goals by providing visibility into areas of the architecture infrastructure where possible redundancy exists, providing an internal structure that will aid in the identification of component re-use, providing an organizational awareness of integrating business capabilities into the environment, as well as drive and manage organizational initiatives.

Tool Requirements Overview

The AWG tool will be accessible using an SFA standardized desk top browser will use the SFA standardized tools. The tool will support the following capabilities to satisfy the business needs:

- Analysis and Reporting

- ❑ Workflow Activity Support
- ❑ Access to Project Information
- ❑ Architecture Management/Maintenance
- ❑ Infrastructure Component Inventory.

Analysis and Reporting

The tool will produce and publish both standard and non-standard reports. These reports will be used by the AWG and ASG for review and analysis purposes. An example of a standard report is the SFA Best Practices document. Examples of non-standard report are ad-hoc and ‘What-if’ reports. These reports will also be accessible on the SFA intranet.

Workflow Activity Support

The AWG and ASG will require a formalized workflow structure that will provide support for tasks and key checkpoints. In addition, they will need to track the risks and issues that arise from AWG review sessions.

Access to Project Information

The ASG will need to access the project plan and scheduling information of the production technical components. This information will enable the ASG to accurately coordinate and communicate technical implementations, upgrades, and disablements of software components that in the SFA production environment.

Architecture Management/Maintenance

The ASG will need to drill-down and navigate from business capability to the Target State Vision, and focus on changes to the architecture at the application and technical component at each level. The tool will also need to graphically support the architectural frameworks for each business application. This will enable the ASG to conduct a detail infrastructure assessment of changes at all levels of the modernization architecture

Technology Asset Inventory Management

The AWG will need a centralized data repository containing the detailed information of each technical component supporting the Target State Vision. This inventory will be available for reporting and analysis purposes.

Appendix

1.1.1 Appendix A - Web Publication Requirements Matrix

The following SFA Web Publication Requirements are illustrated below, in table format.

Capability	Requirement Number	Business Requirement and Description	Release
Analysis and Reporting	1		1.0
		Create predefined standard reports.	
	2		1.0
		Create non-standard reports on-the-fly.	
	3	Create both a browser view and printable version of the standard reports.	1.0
	4	Create a centralized repository to hold various file types.	1.0
	5	Provide a publishing mechanism to deploy documents from the repository to the SFA Intranet.	1.0
	6	Support document version control for PDF, XLS,PPT, VSD file types.	1.0
Workflow Activity Support	6	Develop a file structure and repository for issue tracking and updating	1.0
	7	Provide a formalized workflow where key individuals are identified and can provide comments and check-point approval for their areas.	1.0
Access to Project Information	8	Have the capability to access project plan information.	1.0
	9	Must be able to display individual project schedules	1.0
	10	Provide a rolled-up, consolidated schedule of existing projects that support the Target State Vision.	1.0
Architecture Management/Maintenance	11	Provide a drill-down or navigational method through the inventory of production technical components.	1.0
	12	Provide a drill-down or navigational method through the production inventory of applications within the Target State Vision.	1.0
	13	Provide a drill-down or navigational method through the production inventory of applications interfaces within the Target State Vision.	1.0
	14	Provide a drill-down or navigational method through the technical component interfaces within the Target State Vision.	1.0
Infrastructure Component Inventory	15	Develop a database that will house the production inventory technical components.	1.0
	16	Provide the ability to maintain general information in this data in the repository.	1.0