

Tryggve2 use case process

A. New use cases during the project execution

1. Use case in
 - (potential) use case is proposed to or identified by Tryggve personnel
 - The person receiving the case informs Tryggve management
2. Initial evaluation
 - Tryggve management team discusses the case, making initial evaluation on feasibility, looking especially technical side and resource-wise
 - Management team may decide to contact use case proposers for more information (if needed)
 - If a use case proposal form is not yet filled in it will be done now together with the use case proposers (if use case seems initially feasible)
 - Recipient approval of open publication of minimal use case information in the [Tryggve2 use case followup table](#).
3. Aligning with ELIXIR nodes
 - Tryggve management contacts SG members of the countries involved (location of PI, location of the service that could host the case) for input
 - Tryggve management informs the full SG on the use case proposal
 - Tryggve management prepares a recommendation for decision (approve, delay, decline, ...)
4. Decisions
 - Project manager presents the SG the recommendation for decision
 - SG makes a decision within a week by email (approve, modify, request more information, delay, decline, ...)
5. Inform use case recipients
 - Inform use case recipients about the decision
 - Schedule discussions to prepare for implementation
6. Stakeholder dissemination
 - If approved, inform Tryggve project team about new approved use cases
 - Add approved use cases on public listing of cases
7. Implementation
 - Tryggve management takes case into implementation
8. Conclusion
 - Steering Group decides on approving use case conclusion.

This process is subject to chance.

To facilitate the process project management will maintain a table summarising the status of use cases. Table is updated in each step of the process.

B. Tryggve2 use cases listed in the project directive

1. Use case in
 - Use cases are listed in the Tryggve2 project directive
2. Prepare for implementation
 - Tryggve management team makes a plan for contacting use case recipients, in order to specify the requirements and schedules (implementation plan)
 - Prioritization is constantly discussed by Tryggve management
3. Aligning with ELIXIR nodes
 - Tryggve management informs SG members of the countries involved (location of PI, location of the service that could host the case) on progress of the implementation plan and of management level meetings with the use case recipients
4. Decisions
 - Project management presents the status of use cases at SG meetings
 - SG decides on start of implementation, terminating and/or closing of use cases based on project manager's proposal
5. Implementation
 - Tryggve management takes case into implementation after SG has approved the implementation plan
6. Conclusion
 - Steering Group decides on approving use case conclusion.

This process is subject to chance.

To facilitate the process project management will maintain a table summarising the status of use cases. Table is updated in each step of the process.

Differences in the two processes A. and B. are due to :

- Tryggve2 pdi listed use cases are already known
 - Initial evaluation is already performed
- Tryggve2 pdi listed use cases are already approved
 - SG decides only on the implementation plan and thus launch of implementation

There is a large difference between "research use cases" and "infrastructure use cases".

Research use cases are resembling those Tryggve1 worked with. The recipient is a research group or project, and the end goal is focused on facilitating a specified study. The infrastructure use cases are collaborations with research performing and/or supporting organizations to establish prototype service that facilitate several research projects.

It will be useful to adopt different terminology for the different type of cases. They should be called "*(research) use cases*" and "*implementation pilots*" (the latter term is for the infrastructure use cases).

Two different kinds of documents are for each case are used: Use case proposals for bringing in new cases for the project, and implementation plans for documenting the targets, milestones and technical requirements needed for implementing approved cases.