

## Programme for Activity D6: 10-13 September 2017

### Design specifications of a geo-spatial application to allocate interviewers' workload in multi-field surveys and to manage and monitor field surveys

Date	Place	Time	Event
<b>Sunday – 10 Sept.</b> <i>Presentation of current situation and vision</i>	Meeting room 3 <sup>rd</sup> floor	09:00	Welcoming, acquaintance, programme of the week (Charlotte Nielsen and Nitzan Hacoen)
		09:15	<b>BC:</b> Introduction to component D and Introduction to Survey Department
		09:45	<b>BC:</b> Current situation and progress
		10:45	Coffee break
		11:00	<b>BC:</b> Introduction to the MSS
		12:00	Lunch break
		13:15	<b>MS:</b> Introduction to project management of IT development projects at Statistics Denmark – The project Product management triangle (Costs, time, quality), Organization, process, follow up etc. (Michael Specht and Jesper Blaabjerg Holm)
		14:15	Coffee break
		14:30	Discussion, questions and remarks
		15:30	End of the day
<b>Monday - 11 Sept.</b> <i>Discussion and design specification for story board</i>	Meeting room 3 <sup>rd</sup> floor	09:00	<b>MS:</b> First day review
		09:30	<b>Discussion – part 1.</b> Story board for Interviewer
		10:30	Coffee break
		10:45	<b>Discussion – part 2.</b> Story board for field supervisor
		12:00	Lunch break
		13:15	<b>Discussion – part 3.</b> Story board for field district manager
		14:30	Coffee break
		14:45	<b>Discussion – part 4.</b> Story board for headquarters ICBS coordinator
		16:00	End of the day

<b>Date</b>	<b>Place</b>	<b>Time</b>	<b>Event</b>
<b>Tuesday - 12 Sept.</b> <i>Roadmap</i>	Meeting room 3 <sup>rd</sup> floor	09:00	MS: Second day review
		09:30	Based on the revised storyboard drawing a Roadmap including <ul style="list-style-type: none"> <li>• Milestones</li> <li>• Deliveries</li> <li>• Time frame</li> <li>• Need for resources</li> <li>• Responsibilities</li> </ul> <p>The road map should be SMART - <u>S</u>pecific, <u>M</u>easurable, <u>A</u>chievable, <u>R</u>elevant, <u>T</u>ime-Bound</p> <p>Moderated by MS</p>
		10:30	Coffee break
		10:45	Drawing a Roadmap - continued
		12:00	Lunch break
		13:00	Drawing a Roadmap - continued
		14:45	Coffee break
		15:00	Presentation of outline for roadmap for the management
		15:30	Final remarks and thanks
<b>Wednesday - 13 Sept.</b> <i>Writing up report</i>	Charlotte's office	09:00	MS: Writing up reports and ad hoc meeting on use cases

**Abbreviations:**

*BC = Beneficiary Country (Israel)*

*MS = Member State (Denmark)*

*ICBS = Israeli Central Bureau of Statistics*

*IT = Information Technologies*

*GIS = Geographic information system*

*MSS = Multi Survey System*