Masterplan Workshop Part 2

FuSE Workshop

12 & 13 DEC 2022

Concept Draft

Masterplan Workshop Series

Overview

IW 2023 & Beyond (5.12.2022)

Objective: Detail IW FuSE session per stream including the identification of required pre-/ post-processing activities

Content: i.a., topic overview, detailed session concept, synchronization approach, pre-/ post processing plan, stakeholder analysis

Marketing & Outreach (12.12.2022)

Objective: Specify the communication & outreach approach of FuSE and derive communication (& listening) measures

Content: i.a., communication & outreach plan, INCOSE conferences, (IT) infrastructure

Roadmap & Program Plan (6.12.2022)

Objective: Create a roadmap and mid-term program plan for FuSE

Content: i.a., Program plan, work breakdown, deliverability map, risk analysis, KPIs and reporting

Consolidation & Program Handbook (13.12.2022)

Objective: Summarize the workshop series results and ensure sustainable documentation

Content: i.a., program handbook structure, documentation plan, meeting landscape, role description, decision making

Content including PMO topics as identified in the baselining workshop.

Key deliverables / Workshop objectives

Roadmap for FuSE **Marketing, Communication & Outreach** activities

Initial FuSE **Program Handbook**

First **collaboration and infrastructure guidelines**

Breakdown of **SE Vision 2035 roadmap goals** (2025)

FuSE roadmap 2023

Meeting landscape

Agenda DAY 3.

Marketing
- FuSE marketing roadmap (Honor)
- Action list for FuSE

FuSE Roadmap 2023
- Update on INCOSE events (IW, EMEA, IS)
- SE Vision 2035 roadmap breakdown
- FuSE program roadmap 2023

Communication
- Stakeholder analysis
- Communication (& listening) plan

Agenda DAY 4.

Communication
- Stakeholder Analysis

Program Handbook

Collaboration
- Meeting Cadence & Synchronization
- Infrastructure & Guidelines

Wild Card
- Any open topics

Check-in.
miro

Squirrel-o-meter (DAY 3)

How are you feeling today?

Soccer / Football-o-meter (DAY 4)

How are you feeling today?

Marketing & Outreach.

- FuSE marketing roadmap (Honor)
- Action list for FuSE

Marketing Plan.

FuSE: First Draft PreLaunch Marketing Plan IW 2023

FuSE: First Draft PreLaunch Marketing Plan IW2023						
Content Description	**Content Deadline**	**Publish Date**	**Content Needed**	**Progress**	**POC**	**Notes**
Create website page	In progress to be approved	asap	in progress		Bill Miller/Martina/Honor	Recommend incose.org/fuse. After press release, artwork, copy, content is approved we can publish. We need to complete new form from Molly (link needed).
FuSE/Vision Campaign Concept	03. Dez	09. Dez	Grpahics, colors concept and design In progress		Honor	Presenting to the FuSE/Vision Team on Design concepts
Q4 Newsletter Update **Article and interviews**	15. Nov	15. Dez	Feature Article and interviews	Completed	Honor /Beth/Emma Jane	Jorge design
eNote - launch reminder **Still image**	15. Dez	25. Dez	Short tagline and image with web link	Not created	Jorge	Jorge will create this
Social Media -IW2023 Pre launch awareness launch announcement **Still image or video**	coordinate	10. Jan	A 30 second to 1 minute video to introduce FuSE/Vison Streams and a short caption to accompany the video (120 characters) 1min video	Not created		MarCom Team/Jorge to create Zoom backgrounds
Social Media Launch Day **Still image or video content**	coordinate		A short caption to describe theFuSE/Vision Streams Global reacha and engagement	Not created		Team
Send Press Release (to media)	01. Dez	15. Dez	Created and need feedback form FuSE Team		TEAM -Emma Jane create	Need approval from FuSE Team before we release
Send Share and Release (to members)	01. Dez	15. Dez			TEAM	Need approval from FuSE Team before we release
Social Media - FuSE/Vison Streams launch reminder **30 second video**	TBD	TBD	A 30 second to 1 minute video to introduce FuSE/Vision Streams and a short caption to accompany the video (120 characters)	Not created	Marcom and Jorge	Is this MarCom or Events to create?
eNote - launch reminder **Still image**	TBD	TBD	Short tagline and image with web link	Not created	Jorge	Jorge will create this or is it Events
Social Media - FuSE/Vision Streams IW2023 participation reminder **30 second video**	TBD	TBD	A 30 second to 1 minute video to introduce FuSE/Vision and a short caption to accompany the video (120 characters)	Not created	Marcom and Jorge	Marcom will coordiante video content and Jorge will coordiante all posting content
Social Media - FuSE/Vison Streams general announcement **30 second video**	TBD	TBD	A 30 second to 1 minute video to introduce FuSE/Vision and a short caption to accompany the video (120 characters)	Not created	Marcom and Jorge	Marcom will coordiante video content and Jorge will coordiante all posting content
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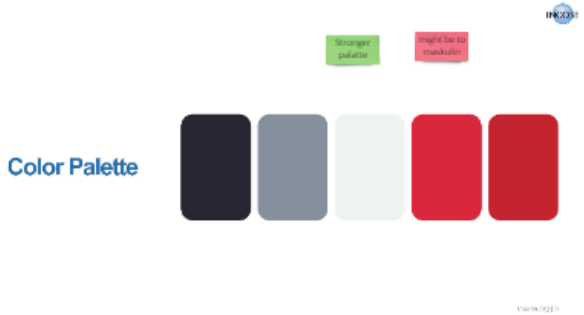
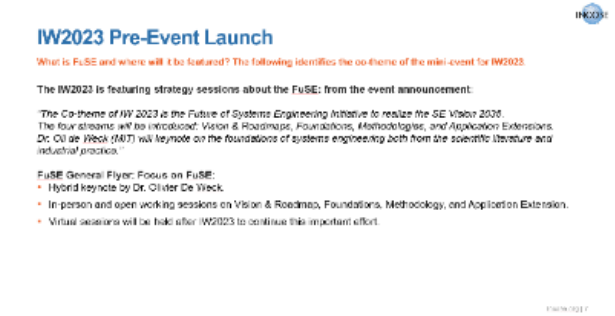
Q4 Newsletter Update **Article - highlights and upcoming AD**	15. Mrz	15. Apr	1 to 2 page article decribing the FuSE/Vison, its value and the available features. Included images	Features and interviews	Jorge and Honor	Done: Articles and interview features
eNote - FuSE/Vison Streams IW2023 general reminder **Still image**	15. Dez	25. Jan	Short tagline and image with web link	Not created	Jorge	Jorge will create this
Social Media - Presentation at IW Announcement	LIVE FEEDS	LIVE Feeds		Not created	Martina/Honor/Jorge	
Social Media - Presentation at IW Announcement	LIVE FEEDS	LIVE FEEDS		Not created	Martina/Honor/Jorge	Honor and Jorge
Presentation at IW 2023	LIVE FEEDS	LIVE FEEDS		Not created	Martina/Honor/Jorge	Honor and Jorge
Website Landing Page for FuSE	15. Dez	20. Dez		Not created	Bill/Martina/Honor	
Presentation Slide Deck Why FuSE	15. Nov	20. Nov	Revised to reflect new streams	Not created	Honor and Martina	
New Development Future:						
FUSE MAGAZINE Yearly	30. Nov	Jan 24		Not created		
In Real Time Podcast				Not created		
Calling All Systems				Not created		
FuSE Promotional Ads and Fyers	Vision Mission Goals			Not created		
	Streams related to Vision 2035			Not created		
	Identify Streams ongoing					
Coordiante with other Conferences	Thought Leaders					
Webinars				Not created		
Exchange Cafes				Not created		
Welcome Center Cafes				Not created		

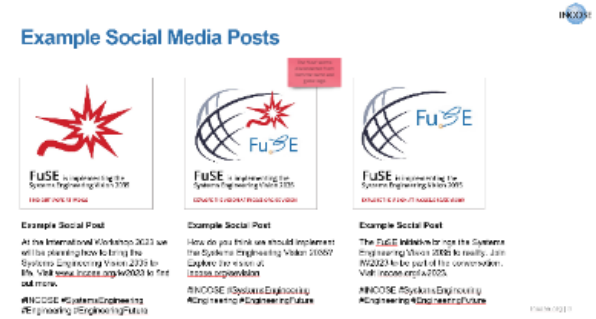
Marketing Concept.

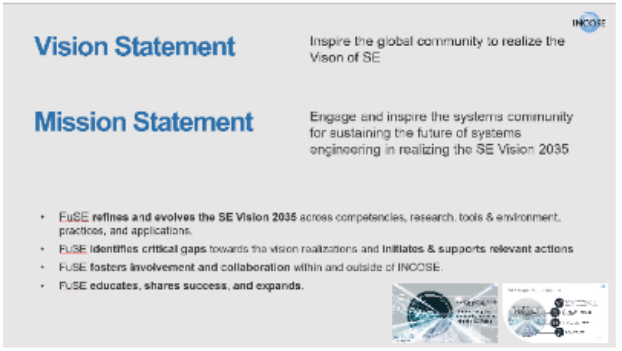
Feedback of FuSE Concept B

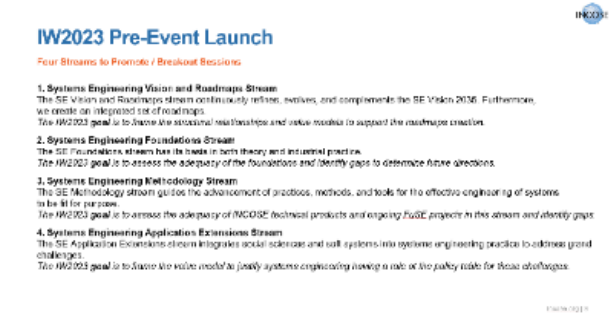
Miro Documentation











Feedback on FuSE Concept B

Summary

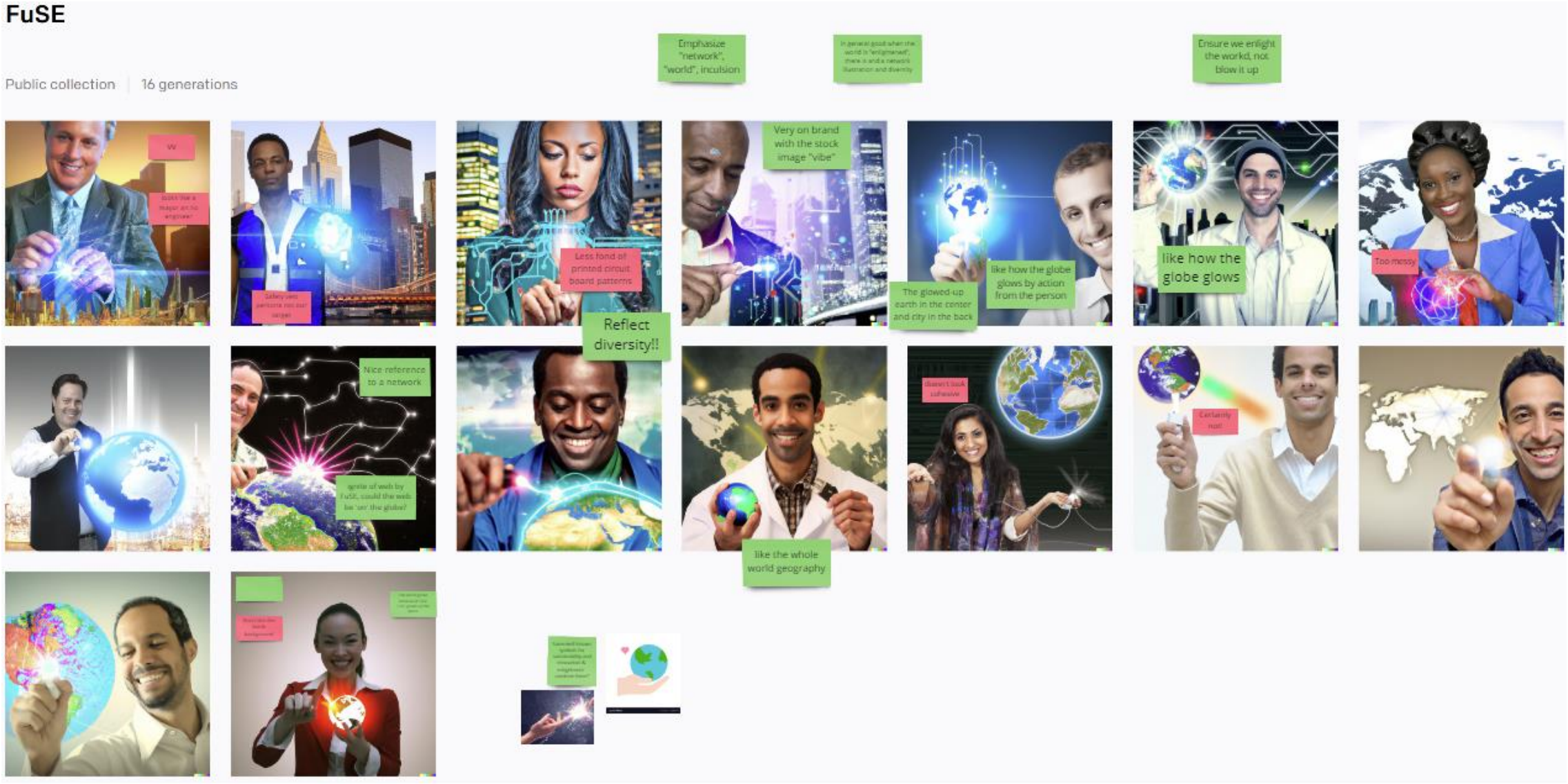
The new FuSE Branding should be introduced at the end of IW.

- Strong palette
- The spark is nice
- The world in the logo looks modern

- Palette might be to masculine
- Remove the tail of the spark
- Spark should indicate a glow-up no explosion
- A more realistic world would be preferred
- The string in the logo element doesn't match the modern style
- We should still provide a locking of the logo elements with the FuSE lettering
- Current FuSE lettering appears disconnected from the other logo elements

Feedback on FuSE Campaign Images:

Miro Documentation



Press Release.

FuSE Press release

Miro documentation

As similar to IW send out - only provide press release to outreach list

Press·Releas

- The·International·Council·on·Systems·Engineering·Launches·the·Future·of·Systems·Engineering·(FuSE)·Initiative·to·Deliver·the·SE·Vision·2035¶

¶

SAN·DIEGO·(December·2022)—*The·International·Council·on·Systems·Engineering·(INCOSE)·is·pleased·to·announce·the·launch·of·latest·Future·for·Systems·Engineering·(FuSE)·initiative·to·deliver·the·Systems·Engine~ering·Vision·2035.·The·aim·of·this·initiative·is·to·develop·the·roadmap·that·achieves·the·goals·outlined·in·the·SE·Vision·2035.*·¶

¶

The·goal·of·this·initiative·is·to·inspire·the·global·community·to·realize·the·Vision·of·Systems·Engineering.·The·INCOSE·Leadership·team·is·focussed·on·driving·this·forward,·starting·with·the·annual·INCOSE·International·Workshop·(IW)·in·2023·which·will·focus·on·FuSE·along·with·the·usual·working·group·activities·of·planning·products,·revising·charters,·and·updating·webpages.·¶

¶

Ralf·Hartmann,·INCOSE·President-Elect·says:"*With·the·SE·Vision·2035·we·have·given·to·the·world·and·to·ourselves·an·extraordinary·piece·of·inspiration·and·ambition·for·the·future.·We·have·raised·the·bar·significantly·for·the·global·SE·community·and·for·INCOSE·as·an·organization.·Therefore,·we·are·now·strongly·increasing·our·efforts·through·the·"Future·of·Systems·Engineering"·initiative·helping·us·to·live·up·to·this·expectation.·Of·course,·this·is·a·challenge·which·needs·to·be·addressed·together·with·strong·global·partners·from·all·domains.·To·get·these·collaborations·in·place·will·be·the·initial·challenge·to·be·mastered.·I·am·really·happy·that·we·were·able·to·get·an·outstanding·leadership·team·together·to·act·as·key·thought·leaders·for·the·FuSE·initiative.*"·¶

¶

The·FuSE·emphasis·at·the·International·Workshop·consists·of·four·streams:¶

¶

Systems·Engineering·Vision·&·Roadmaps·Stream.·The·systems·engineering·vision·and·roadmaps·stream·continuously·refines,·evolves,·and·complements·the·SE·Vision·2035.·Furthermore,·we·create·an·integrated·set·of·roadmaps·across·the·four·FuSE·streams.·The·goal·at·IW2023·is·to·frame·the·structural·relationships·and·value·models·to·support·the·roadmaps·creation.·¶

¶

Systems·Engineering·Foundations·stream.·The·foundations·stream·identifies·gaps·to·determine·future·directions.·Special·consideration·will·be·given·to·the·theoretical·foundation·of·SE·as·a·discipline·on·the·one·hand·and·the·practical·application·foundations·using·principles·and·heuristics·on·the·other.·¶

¶

Systems·Engineering·Methodologies·stream.·The·SE·methodology·stream·guides·the·advancement·of·practices,·methods,·and·tools·for·the·effective·engineering·of·systems·to·be·fit·for·purpose·in·the·presence·of·varying·scale,·interrelatedness,·complexity,·non-determinism,·and·emerging·technology·innovations·such·as·AI·and·agility.·¶

Systems·Engineering·Application·Extensions·Stream.·The·SE·application·extensions·stream·integrates·social·sciences,·soft·systems,·and·initiatives·such·as·Smart·Cities·to·address·grand·challenges·to·meet·human·and·societal·needs·as·stated·in·the·United·Nations·Sustainable·Development·Goals.·¶

¶

¶

INCOSE·Media·Contact:—Honor·Lind,·Director·for·Marketing·and·Communications,·marcom@incose.net,·Call·INCOSE·at·1-858-541-1752·or·visit·www.incose.org.·¶

Not aligned with the team, so rather delete it from the press release

Press·Release

¶

FuSE·maps·the·five·Systems·Engineering·Vision·2035·categories·to·the·four·FuSE·streams·in·the·following·ways:·¶

·l-branch)·and·Methodology·streams.·¶

·al-branch).·¶

·gy·stream·for·tools·and·application·stream·for·the·

·stream.·¶

See·the·International·Workshop·2023·schedule·and·register·to·attend·at·www.incose.org/iw2023.¶

¶

¶

Suggested·Social·Media·Posts¶

¶

If·you·would·like·to·share·this·news·on·your·social·media·platforms,·we·encourage·you·to·use·the·social·media·posts·below:¶

¶

¶

At·the·International·Workshop·2023·we·will·be·planning·how·to·bring·the·Systems·Engineering·Vision·2035·to·life.·Visit·www.incose.org/iw2023·to·find·out·more.·

#INCOSE·#SystemsEngineering·#Engineering·#EngineeringFuture¶

¬¶

Notes·to·Editors:¶

About·the·International·Council·on·Systems·Engineering·¶

The·International·Council·on·Systems·Engineering·(INCOSE)·is·a·not-for-profit·membership·organization·that·promotes·international·collaboration·in·systems·engineering·practice,·education,·and·research.·INCOSE's"mission·is·to·"address·complex·societal·and·technical·challenges·by·enabling,·promoting·and·advancing·systems·engineering·and·systems·approaches.""Founded·in·1990,·INCOSE·has·more·than·65·chapters·and·over·20,000·members·and·associates·worldwide.·For·additional·information·about·INCOSE·visit"www.incose.org.·¶

·¶

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Feedback on FuSE press release:

- The press release should only be sent out to outreach list
- The mapping of FuSE Streams to SE Vision Categories should not appear in the press release

Stream Leads: check if you are approving the other content of the press release

FuSE Roadmap 2023.

- Update on INCOSE events (IW, EMEA, IS)
- SE Vision 2035 roadmap breakdown
- FuSE program roadmap 2023

Next Steps of Upcoming INCOSE Events.

FuSE @ EMEA WSEC

Proposed Participation

Proposed Agenda

1. Keynote Ralf on FuSE
2. Panel 85min fixed (deadline JAN 10)
3. Workshop (4x2 hours WS) (deadline FEB 28)
4. Stream leads to get engaged, be approachable

Next Steps:

Meeting with Anabel to share FuSE idea and ask for feasibility
How hybrid is EMEA WSEC?

FuSE @ IS 2023

Proposed Participation: Ancillary Event

Proposed Agenda

- Total: 4h FuSE Workshop
  - 1h intro (1 big room)
  - 2h stream breakup (big room + 3 smaller rooms)
  - 1h recap (1 big room)

Additional Info

- Ancillary Event (deadline Dec 31)
- What to achieve:
  - 6 months momentum check point,
  - IS is external audience
  - see if we are on track to meet 2025 goals,
  - share what we have done so far, get input on what we still must do
- Proposal to submit for Saturday / Sunday

Next Steps:

Bill to submit for the event:

Hint in the submission that working sessions are based off prior engagements.

What online session can FuSE offer until EMEA WSEC

IDEAS	KEY CHARACTERISTICS	NEXT STEPS

• IW was in-person, what is an IW-like, but virtual optimized experience?
• Webinar: What happened at IW?
• Webinar: What to expect at EMEA / IS / OASEC?
• Cross stream session to synchronize / align new team members
• FuSE webinar series (scheduled with INCOSE events team)
	• Online
	• Webinars to be promoted 3 weeks in advance
	• Possible Objectives:
	  • 1: Inform & get feedback on IW
	  • 2: Similar experience than IW
	
	Option 1: Participate to hear and give feedback
	Option 2: Actively work → Pre-read required
	  • Active setup / Foster engagement
	  • Prerequisite to participate e.g., information meeting (rather not suitable)
		• Socialize with INCOSE Events Team to share planned WS series → Get scheduling right with events team (time e.g., 17:00)
		• Submit events (and ask for promotional support from marketing)
		• LINK: https://app.smartsheet.com/b/form/8755a0e866854485b7ffb8b9ec9aa02c
		• Provide content for information session (CW 8)
		• Identify content for stream sessions (CW 9-12) in IW
		• Other formats to place FuSE online sessions:
		  • INCOSE cafés

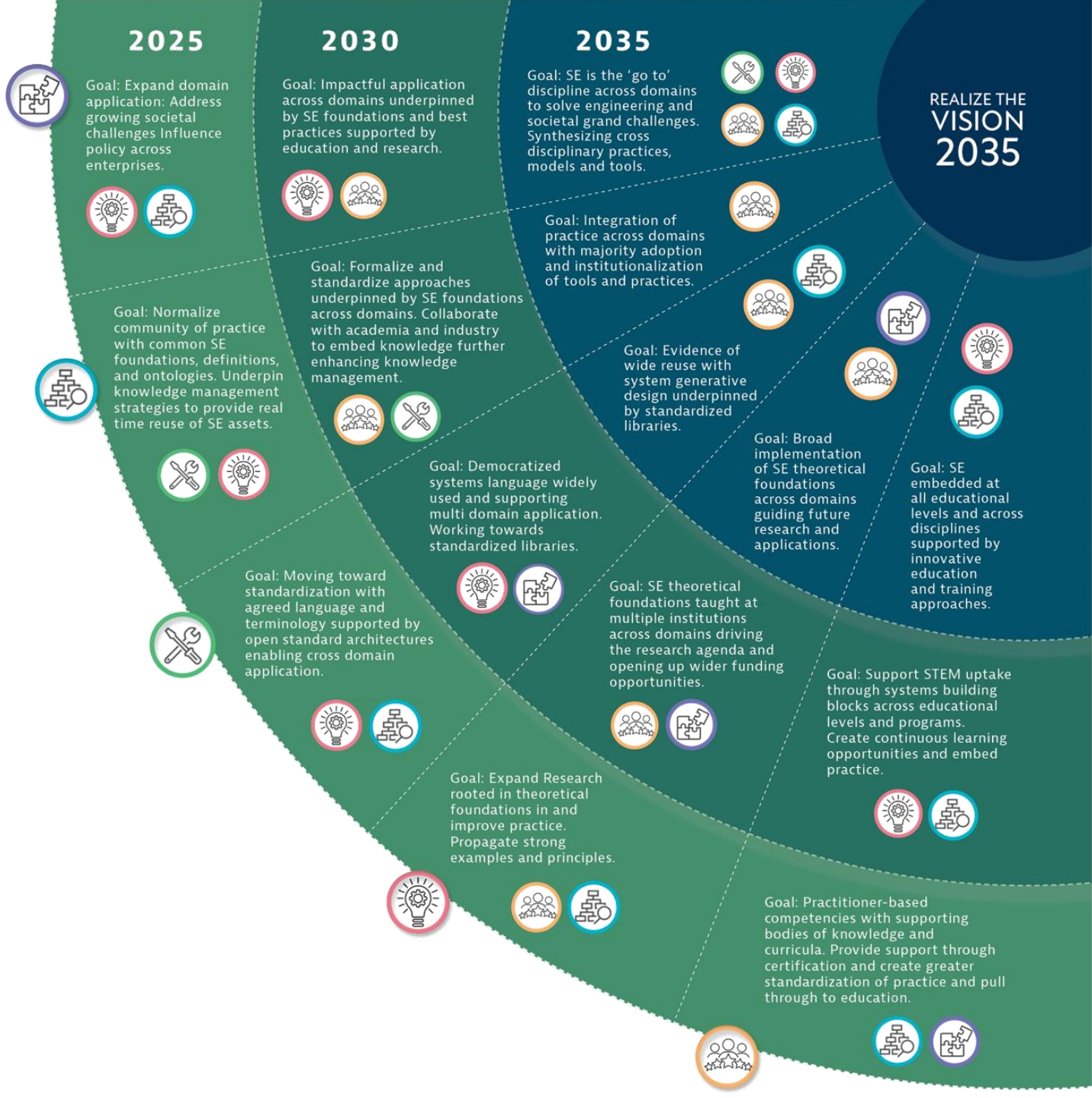
Possible Schedule:

	CW 8	CW 9	CW 10	CW 11	CW 12
WS Cascade	Information FuSE Overall (2h)	Stream 1 (2h) Working Session	Stream 2 (2h) Working Session	Stream 3 (2h) Working Session	Stream 4 (2h) Working Session
Weekly Sessions	Content: wrap up session	Topic: To be identified at IW	Topic: To be identified at IW	Topic: To be identified at IW	Topic: To be identified at IW

SE Vision 2035 roadmap breakdown.

SE Vision 2035 roadmap

Identify key deliverables to realize the SE Vision 2035



Breakdown of SE Vision Roadmap Goals 2025

Miro documentation

Breakdown of SE Vision Roadmap Goals 2025

Application

Identification of different domains
- "Grouping" / Identification of application areas / domain.

Description of different domains (characteristics, maturity, challenges...)
- PESTLE
- Validated Contextual and Ecosystem Model of a non-traditional domain
- Create a baseline of status quo in different domains and maturity level
- Characteristics (DNA) of domains based on SE applicability "What benefit is SE brining to those domains"
- Identification of key challenges / differences per domain / application areas

Review research of different domains
- Identification of prior research of applying SE to non-traditional applications, (what do we already know)
- Evidence of SE competency in non-traditional domain
- Dependence on needed SE Research such as in cognitive science

Selection of focus domains
- Identification of focus domain
- What about: Finance (banking), Politics, Gaming industry
- Make the number of desired new application domains explicit --> clarify already known targets

Create examples & application guides
- SE application guides for new domains, incl Smart Cities, Local gov, Financial systems, TBD
- Provide examples of SE as applied to targeted grand challenge areas
- Policy advice reports
- SE application guides for domains (determine our current publications)

Identify collaboration partners from domains
- Overview of collaboration partners of the different industries

Breakdown of SE Vision Roadmap Goals 2025

Practices

Create baseline of existing standards

- Fitness for purpose of existing SE standards and handbooks vice exponential scale, interactions, and non-determinism of systems

Create common ontology / glossary

- A common SE ontology/glossary, with terms mapped to CoP/domain/industry !!
- Reflect in INCOSE SE Model
- Define generic and domain specific terminology and definitions
- Reflect in SE Handbook and SEBOK
- Define generic foundations of SE (done by means of Research activity)

Document SE practices & value

- A shared set of "lesson learned" showing the value of SE (incl "small" daily contributions)
- Reuse practices are documented at a usable level
- Knowledge Management (a learning SE system) 'deployment' pattern is published

Create fist derivations of SE documentation

- The Manager´s guide to SE ... how to get maximal (business) value out of SE
- Practices are updated to be contextually aware (with people + tools + competencies + data)

Validation aspects:

- *Sizing resources (people and tools including computing and power) to engineer systems at scale*
- *Amount of computing power / electrical power --> are the practices actually practicable (e.g., blockchain)*
- *# of Actions to Research Agendas (far enough ahead to benefit Methodology Stream)*

Breakdown of SE Vision Roadmap Goals 2025

Tools & Environment

Identification of What needs to be standardized

- Horizon scanning
- Identify which of the tool's characteristics need to be standardized
- SysML version 2 is trying to achieve aspects of this
- AI tools for SE

Identification of what is already there

- Gathered and validated needs from CAB/industry 'users' (to drive vendors) (the 'why')
- Landscape report of DEIX standards (as of today)
- Map of the standards landscape (the quagmire) and guide to how to approach them
- Validation of models in engineering and integration of models

Derive first guides and tools

- The guide to integration of SE tools in your enterprise
- Example data flow pipelines documented (with transformations) through lifecycles
- "DevOps toolchain" for Systems Lifecycle Management of CPS

Identify how to integrate SE engineering tools with SW engineering tools (together with partners)

- Engagement with traditional "Enterprise Architecture" IT partners
- Clarification on how SE tools/data/etc. is same as / different from 'rest of business' info ecosystem
- A Systems Approach = Systems Thinking + SE. What are the tools for Systems Thinking?

Breakdown of SE Vision Roadmap Goals 2025

Research

Create baseline of existing foundations
- Identify needed foundations and initiate related research area's
- Map existing / missing SE/ST foundations .

Create / align research agenda
- Research addressing the Grand Challenges - with a systems approach, i.e. managing the problem and solution space in a systemic way
- Align (if possible) research agendas and funding for SE Vision 2035 goals

Make the value of SE quantifiable / mensurable
- Applied research showing effectiveness of SE in dynamic, uncertain, chaotic/complex systems (including what needs improved in SE)
- SE coming of age - an agreed set of theories with acknowledgement of the heuristic/practice part. " SE is an Art and Science"

Ensure applicability of foundations
- Fitness for purpose/practicability of research into practice

Elaborate first awareness campaigns
- Awareness campaign at Universities, policy writers, etc. to share that SE is a part of the solution for complex/chaotic problems

Validation aspects:
- *growing recognition of SE in e.g. universities, reports*

Breakdown of SE Vision Roadmap Goals 2025

Competencies

Creation of a competency map
- SE Competency model 3.0 (?)

Baseline of current set of competencies
- Strengthen quantitative and modeling competencies of systems engineers

Tailor and apply competencies to different contexts
- Additional competency models explicitly linked (that would be beneficial for the larger problem set)
- Optimize reflection of appropriate competencies onto the INCOSE SEP program and Competency framework
- Reflect agreed set of competencies onto the research and education agendas (US and Non-US)
- The Competencies you need tailored to different applications/domains/industries

Setup community
- Set up a community to share the use and effects of the PDP

Generate fist publications
- The Manager´s guide to build an effective team, incl use of PDP, SE/PM integration, etc
- Multiple 'paths' of an individual change-journey shared (If this, then that)
- Stories published on leveraging Competency Guide & PDP & more that are aligned with individual & SE needs.

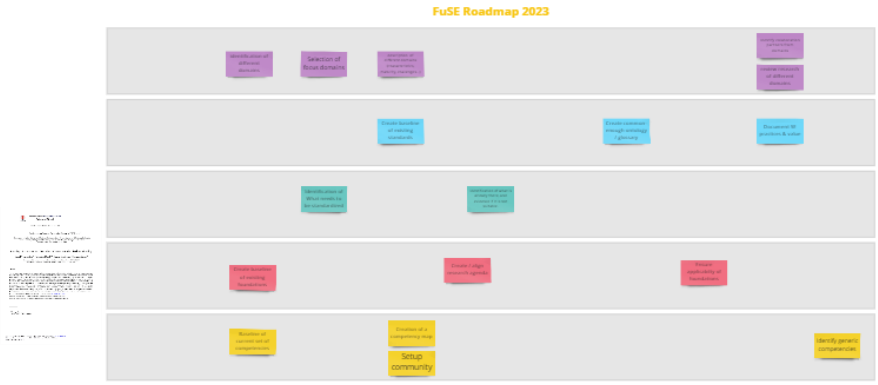
Collaborate with GRCSE 2.0
- GRCSE 2.0 (professional Masters degree curriculum)

Generic sequence towards SE Vision 2035 roadmap goals 2025.

As internal baseline only, to be elaborated at IW

Sequence of SE Vision 2035 elements for 2025 goals

Miro documentation



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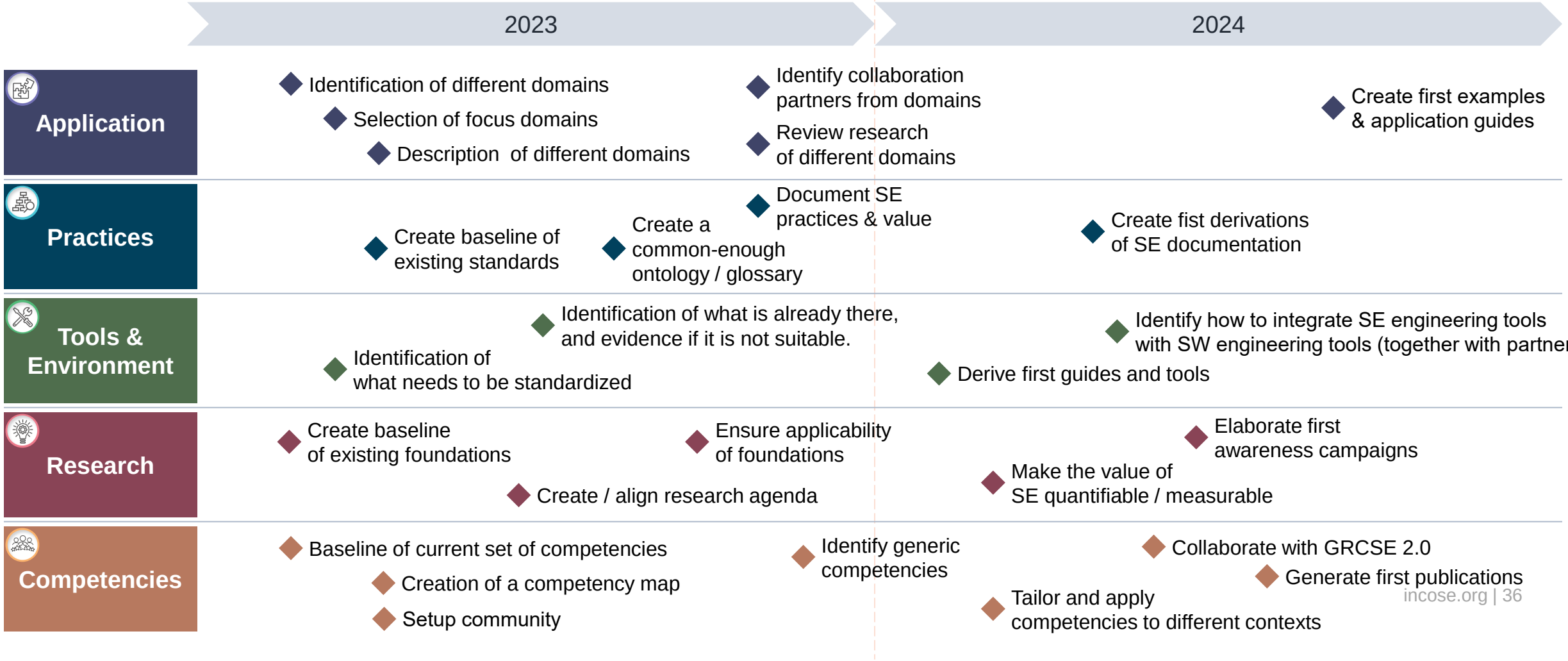
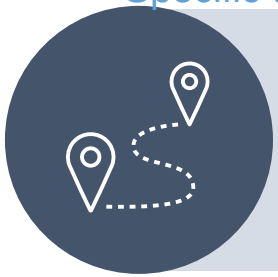
Sequence of SE Vision 2035 elements for 2025 goals



2023 target for FuSE streams.

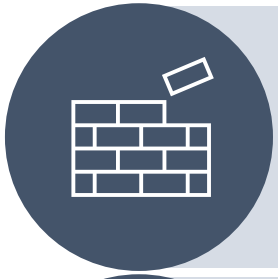
What do you want to achieve in your stream in 2023?

Specific targets & deliverables for 2023 | Miro documentation



Vision & Roadmaps

- Define what the streamstopics are
- Align stream definition with stakeholder
- Initial definition of the stream roadmaps
- Participated in multiple INCOSE events
- Got buy-in from different groups
  - measure: high frequncy of engagement with different groups
- Synchronize the streams

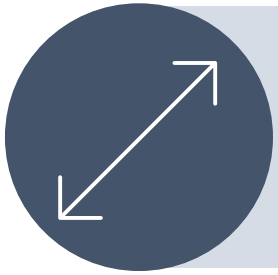


Foundations

- Tangible deliverable
- Tangible deliverable
- Tangible deliverable
- Tangible deliverable
- Tangible deliverable
- Tangible deliverable
- Tangible deliverable
- Tangible deliverable

Methodology

- Define what the streams topics are
- Align stream definition with stakeholder
- Initial definition of the stream roadmaps
- Participated in multiple INCOSE events
- Got buy-in from different groups
  - measure: high frequncy of engagement with different groups



Application Extensions

- Define what the streams topics are
- Align stream definition with stakeholder
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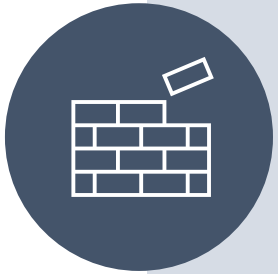
- Got buy-in from different groups
  - measure: high frequncy of engagement with different groups

What do you want to achieve in your stream in 2023?

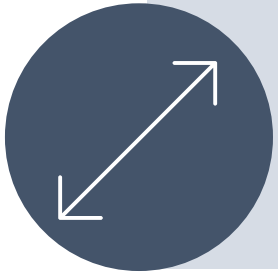
Specific targets & deliverables for 2023

Vision & Roadmaps



Foundations

Methodology



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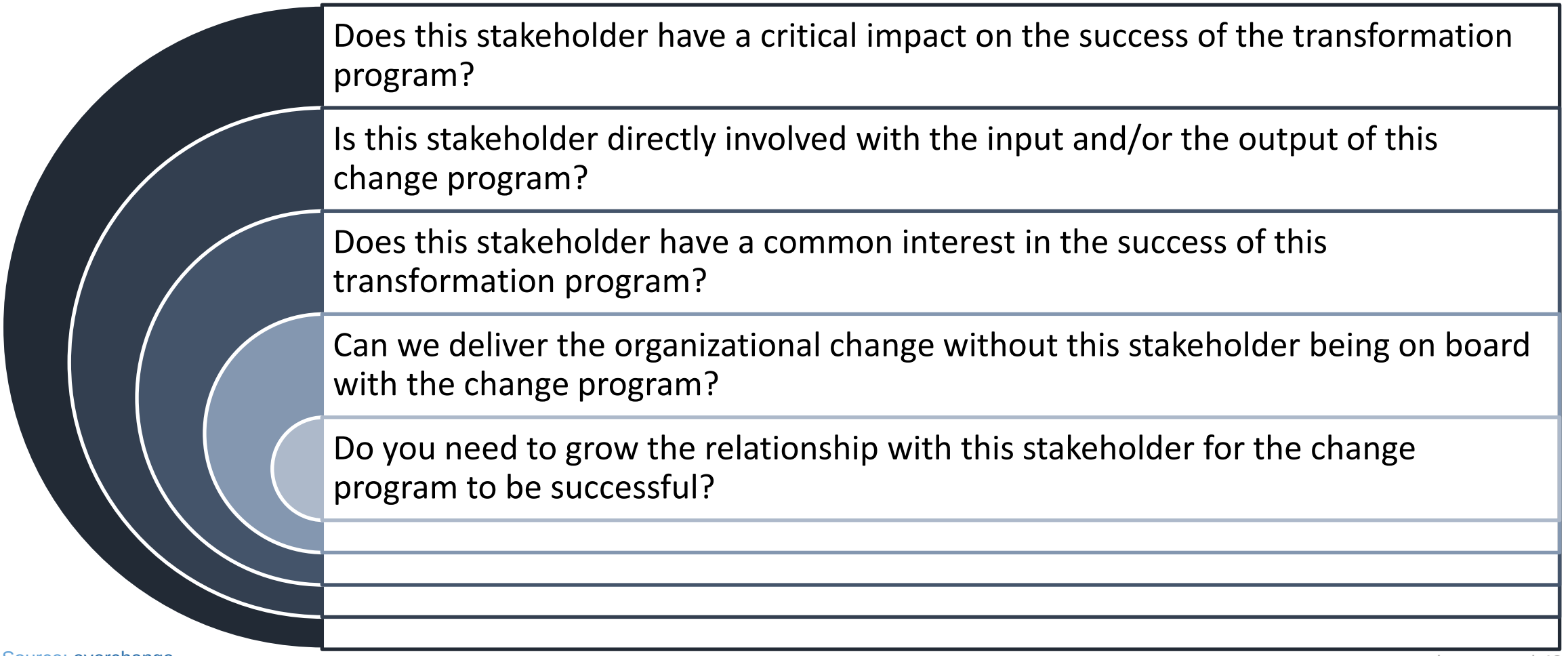
- Align stream definition with stakeholder
- Initial definition of the stream roadmaps
- Participated in multiple INCOSE events
- Got buy-in from different groups
  (measure: high frequency of engagement with different groups)
- Synchronize the streams
  (specific to Vision & Roadmaps stream)

Communication.

- Stakeholder Analysis

Stakeholder analysis.

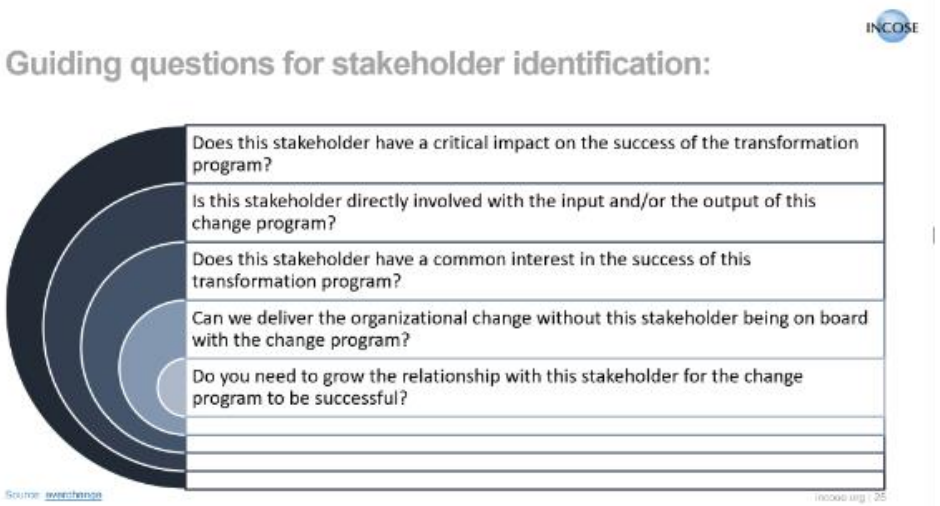
Guiding questions for stakeholder identification:

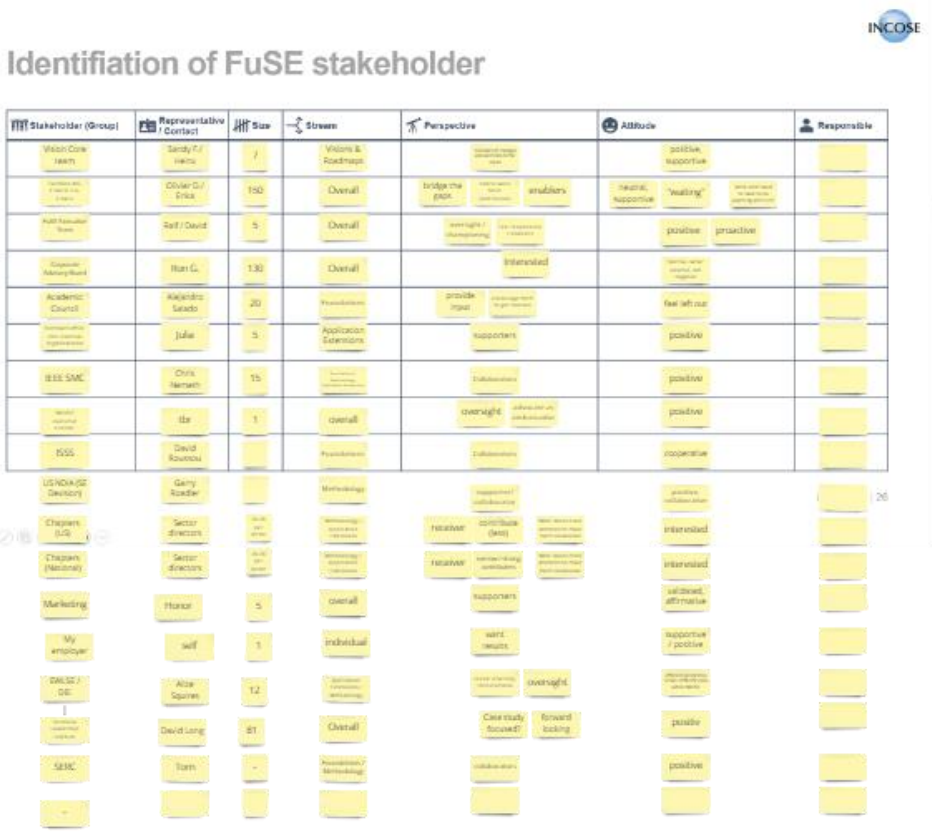


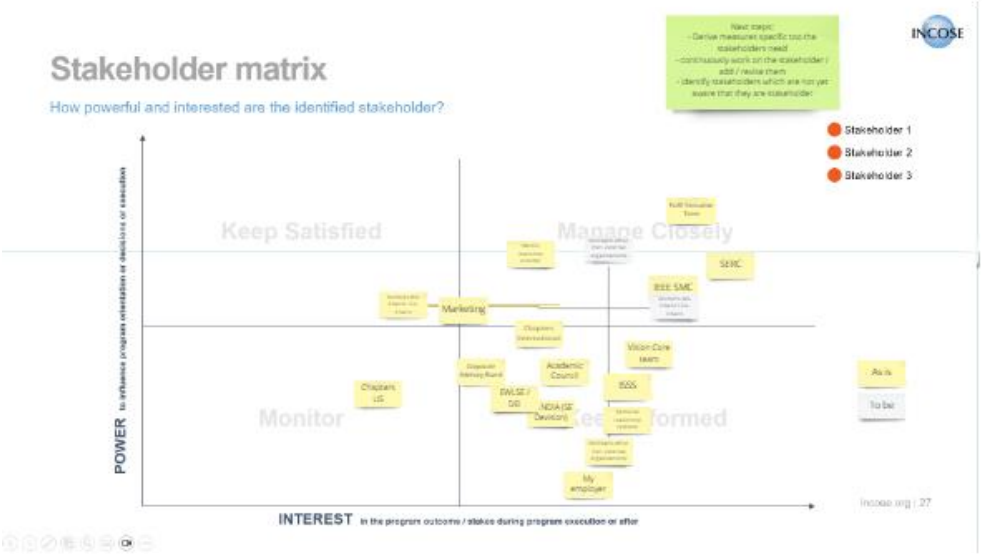
Source: everchange

Stakeholder analysis

Miro documentation





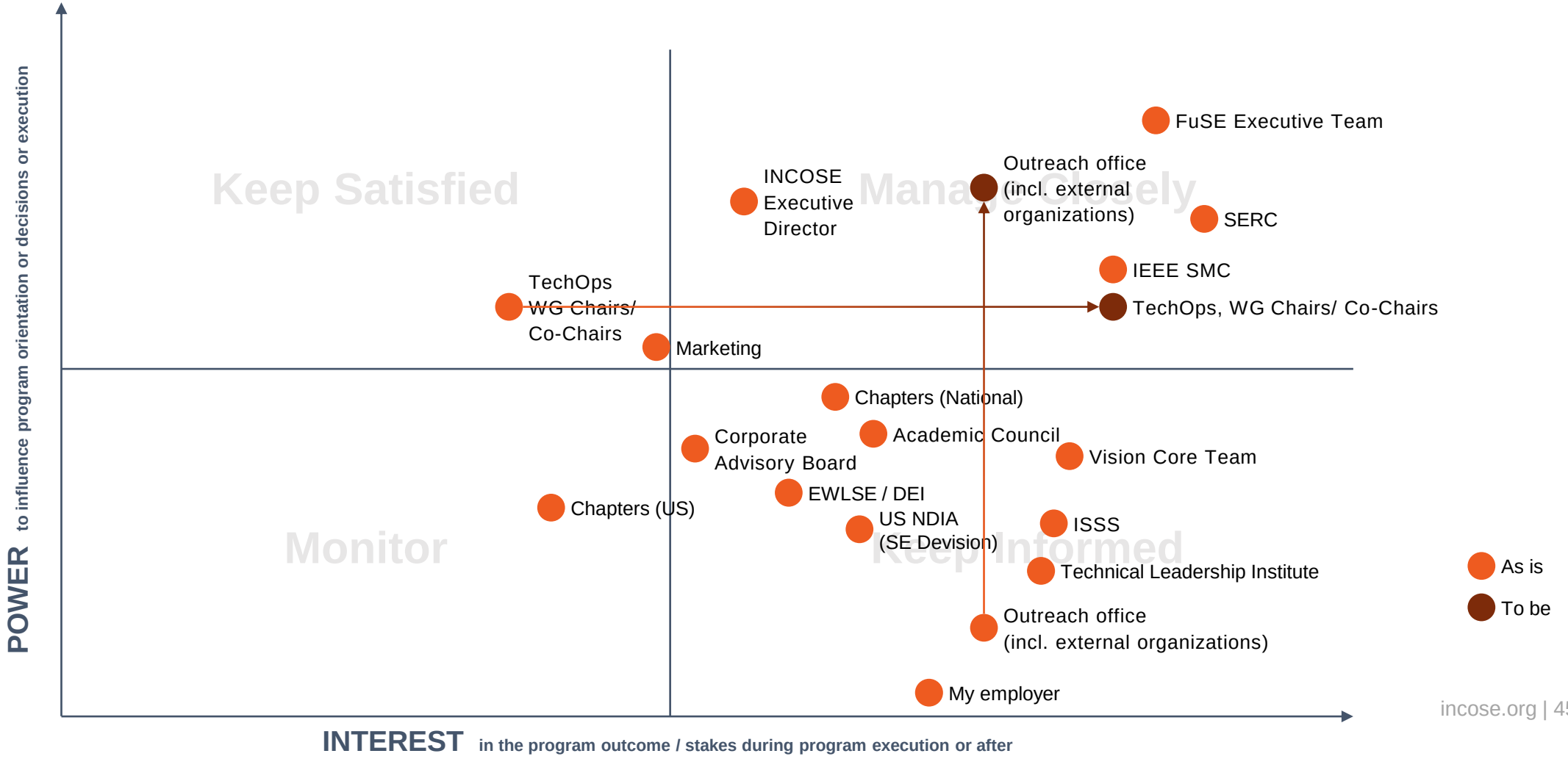


Identification of FuSE stakeholder

Stakeholder (Group)	Representative / Contact	Size	Stream	Perspective	Attitude
Vision Core team	Sandy F./ Heinz	7	Visions & Roadmaps	Reviewers of changes and additions to the vision	Positive; supportive
TechOps WG Chairs/ Co-Chairs	Olivier D./ Erika	150	Overall	Bridge the gaps; doers; work force contribution; enablers	Neutral; supportive; "waiting“; some don't want to have to do anything with FuSE
FuSE Executive Team	Ralf / David	5	Overall	Oversight; championing; feel responsible; enablers	Proactive; positive
Corporate Advisory Board	Ron G.	130	Overall	Interested	Neutral; rather positive; not negative
Academic Council	Alejandro Salado	20	Foundations	Provide input; encourage them to get involved	Feel left out
Outreach office (incl. external organizations)	Julia	5	Application Extensions	Supporters	Positive
IEEE SMC	Chris Nemeth	15	Foundations / Methodology / Application Extensions	Collaborators	Positive
INCOSE executive director	tbr	1	overall	Oversight; advocate as ambassador	Positive
ISSS	David Roussou		Foundations	Collaborators	Cooperative
US NDIA (SE Devision)	Garry Roedler		Methodology	Supporter; collaborator	Positive; collaborative
Chapters (US)	Sector directors	20-30 per sector	Methodology / Application Extensions	Receiver; contribute (less) Note: needs more attention to make them collaborate	Interested
Chapters (National)	Sector directors	20-30 per sector	Methodology / Application Extensions	Receiver; narrow; strong contributor Note: needs more attention to make them collaborate	Interested
Marketing	Honor	5	overall	Supporters	Validated; affirmative
My employer	self	1	individual	Wants results	Supportive; positive
EWLSE / DEI	Alice Squires	12	Application Extensions / Methodology	Revise: diversity, inclusiveness; oversight	Different perspective in their different roles within INCOSE
Technical Leadership Institute	David Long	81	Overall	Case study focused; forward looking	Positive
SERC	Tom	-	Foundations / Methodology	Collaborators	Positive

Stakeholder matrix

How powerful and interested are the identified stakeholder?



Next steps on stakeholder management:

- Derive communication measures targeted at the identified groups and their needs
- Continuously revise the stakeholder analysis
- Add new stakeholder if needed(especially the stakeholder that are not yet aware that they are stakeholder)

Program Handbook.

FuSE Program Handbook

What is the program handbook?

The program handbook answers HOW FuSE works together.

It should e.g., support new members to understand the ways of working within the FuSE program

The handbook is a living document, that is going to be updated as needed.

Content

- About this Document
- Program Frame
- Program Plan
- Reporting
- Collaboration
- Communication & Outreach
- Key Events
- Contact
- Document History

Collaboration.

- Meeting Cadence & Synchronization
- Infrastructure & Guidelines

Meeting Cadence & Synchronization.

Major pain points

Based on PMO reference model (Baselining Workshop) | Investment decreasing

Commu-nication & outreach

- Identify internal stakeholders
- identify external stakeholders
- Stakeholder matrix
- Who / What / When / with What communicate to the stakeholder - Message / Listening plan
- Initial load on communication measures
- Strategy on events and stakeholders to target
- Get people involved, engaged, give them a north star...

Program frame & initialization

- Integration into the organization --> identify existing working groups and initiatives --> how to include them
- Program Charter (mature enough to share most of it at IW)
- Clarification of objective of the FuSE program and the Streams
- Clear guidance on how 'others' may document their engagement with FuSE.
- Make it desirable to be part of the FuSE Roadmap

Colla-boration

- Make it desirable to be part of the FuSE Roadmap
- How to engage with other organizations
- Establish meetings and channels
- align on common goals and vision
- coverage throughout the globe

Program planning

- 3DSE
- Still to define the deliverables and activities for the program and each stream
- WBS
- Program Management Artifacts
- (risk mgmt, dashboards, KPIs...)
- Reporting / KPIs

Infra-structure

- Deploy internal website & Yammer community
- Deploy external website & collaboration site
- Configure (Teams) Infrastructure to our needs
- How to use it? instruction set
- Determine how to use all the infra together (SmartSheet + M365 + iNet + INCOSE.org + LinkedIn + ...)

Decision making

- Define routines for decision making
- Recommendations in terms of priorities to steering committees, BoD
- Define the governance strategy
- What decision is this group
- accountable for? - Top five priorities - Delivering the results of the top five with the partner

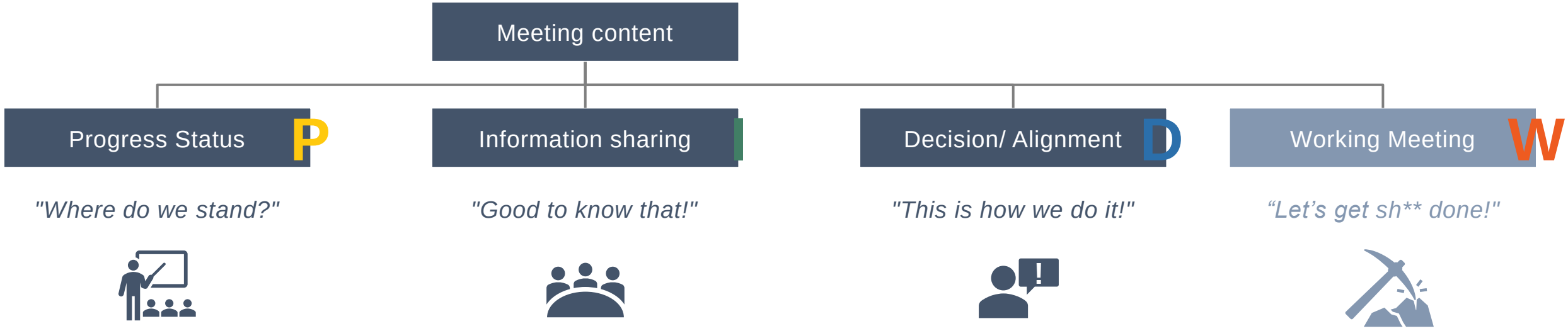
Synchro-nization

- Align with respect to the ultimate roadmap
- Alignment & exchange between the streams
- cross-team clarification what each stream needs from the others, and
- what they deliver to the others.
- Setting mechanisms to have the exchange
- 4chart reporting (Hot topic reporting)

Living docu-mentation

- Set up, where can we document the findings (internal & external)
- Start using our TEAMS team with explicit relationships to our WBS, etc. items
- Is there a naming convention for files, artifacts, etc. that we should follow?
- Add materials like white papers to the online Vision materials (after review)

Meeting content can be divided in three different topics which can be controlled with agenda items



Meetings won’t be selective to the content

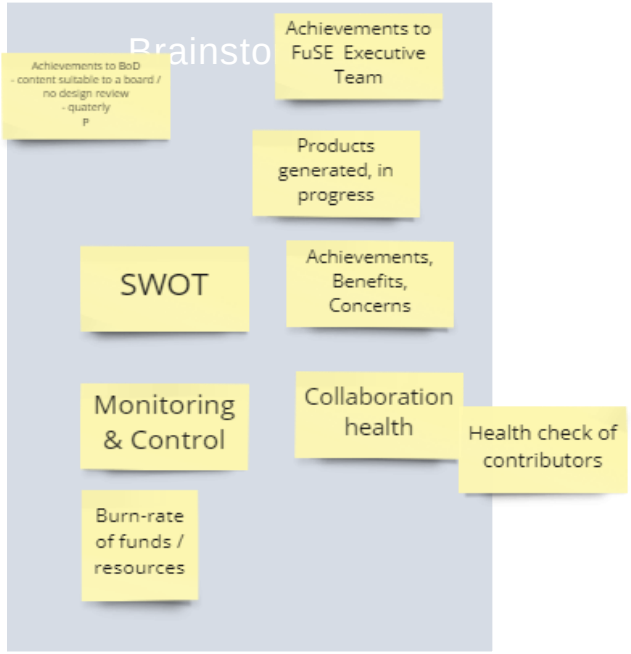
Meeting content can be divided in three different topics which can be controlled with agenda items

Miro documentation

Meeting content

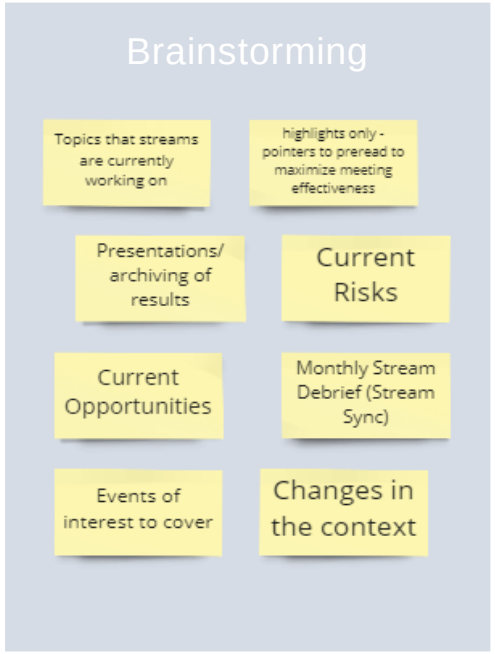
Progress Status P

"Where do we stand?"



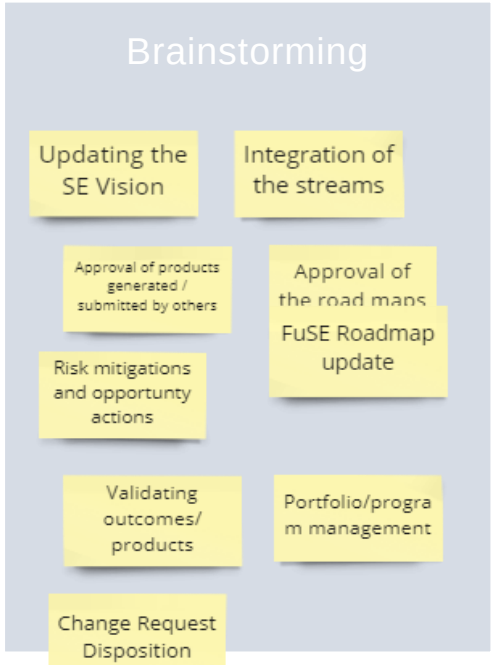
Information sharing

"Good to know that!"



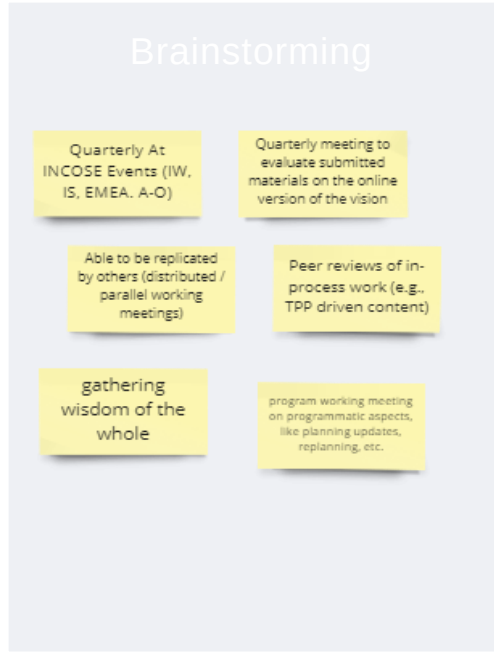
Decision/ Alignment D

"This is how we do it!"



Working Meeting W

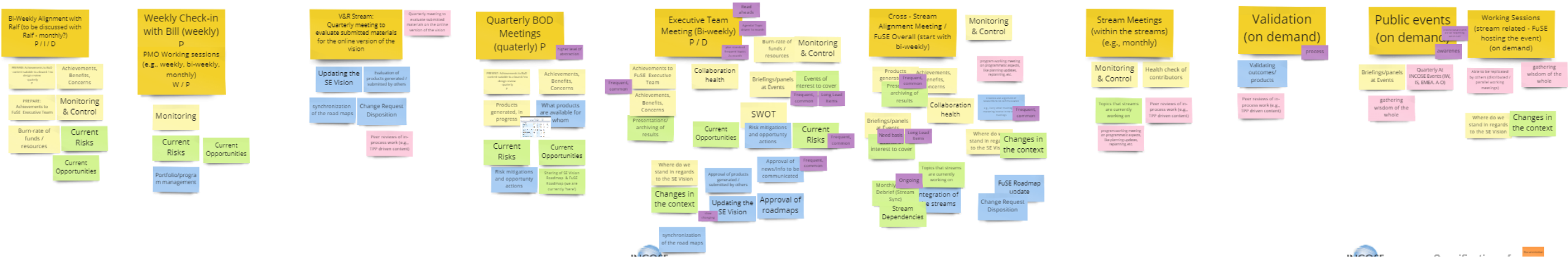
*"Let's get sh** done!"*



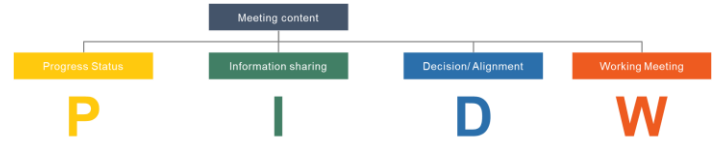
Meetings won't be selective to the content

Overview of required FuSE meetings

Miro brainstorming



Overview of FuSE meetings (1/4)



Meeting: Alignment meeting with Ralf

Frequency: tbd – e.g., monthly

Content:

- PREPARE: Achievements to BoD - content suitable to a board / no design review - quarterly (P)
- Achievements, Benefits, Concerns (P)
- PREPARE: Achievements to FuSE Executive Team (P)
- Monitoring & Control (P)
- Burn-rate of funds / resources (P)
- Current Risks (I)
- Current Opportunities (I)

Meeting: Check-in with Bill / PMO working sessions

Frequency: tbd – e.g., weekly, bi-weekly, monthly

Content:

- Monitoring (P)
- Current Risks (I)
- Current Opportunities (I)
- Portfolio/program management (D)

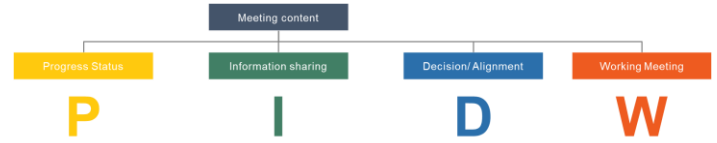
Meeting: BOD Meetings

Frequency: quarterly

Content:

- PRESENT: Achievements to BoD - content suitable to a board / no design review - quarterly (P)
- Achievements, Benefits, Concerns (P)
- Products generated, in progress (P)
- What products are available for whom (D)
- Current Risks (I)
- Current Opportunities (I)
- Risk mitigations and opportunity actions (D)
- Sharing of SE Vision Roadmap & FuSE Roadmap (we are currently 'here') (W)

Overview of FuSE meetings (2/4)



Meeting: Executive Team Meeting

Frequency: tbd – e.g., bi-weekly

Content:

- Achievements to FuSE Executive Team, Achievements, Benefits, Concerns, Presentations/ archiving of results (P)
- Collaboration health (P)
- Burn-rate of funds / resources (P)
- Monitoring & Control (P)
- Events of interest to cover, briefings/panels at events (I)
- SWOT, current Opportunities, current risks (P) (I)
- Risk mitigations and opportunity actions (D)
- Approval of news/info to be communicated (D)
- Where do we stand regarding the SE Vision, changes in the context (P) (I)
- Approval of products generated / submitted by others (D)
- Approval of roadmaps (D)
- Synchronization of the road maps (D)

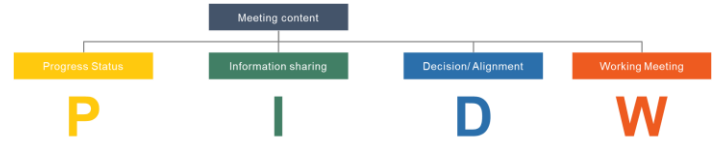
Meeting: Cross - Stream Alignment Meeting / FuSE Overall

Frequency: start with bi-weekly

Content:

- Monitoring & Control (P)
- Achievements to FuSE Executive Team, Achievements, Benefits, Concerns, Presentations/ archiving of results (P)
- Briefings/panels at events, events of interest to cover (I)
- Topics that streams are currently working on, monthly stream debrief (Stream Sync), integration of the streams, stream dependencies (I)
- Collaboration health (P)
- Program working meeting on programmatic aspects, like planning updates, replanning, etc. (W)
- Creation and alignment of news/info to be communicated e.g., Every other meeting have marketing involve in the stream meetings (D)
- FuSE Roadmap update, change Request Disposition (D)
- Where do we stand regarding the SE Vision, changes in the context (P) (I)

Overview of FuSE meetings (3/4)



Meeting: V&R Stream: meeting to evaluate submitted materials for the online version of the vision

Frequency: quaterly

Content:

- Updating the SE Vision **(D)**
- Evaluation of products generated / submitted by others **(D)**
- Change Request Disposition **(D)**
- Synchronization of the road maps **(D)**
- Peer reviews of in-process work (e.g., TPP driven content) **(W)**

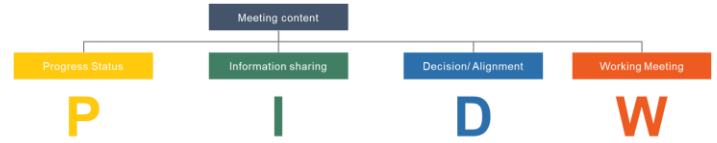
Meeting: Stream Meetings (within the streams)

Frequency: tbd – e.g., monthly

Content:

- Monitoring & Control **(P)**
- Health check of contributors **(P)**
- Topics that streams are currently working on **(I)**
- Peer reviews of in-process work (e.g., TPP driven content) **(W)**
- program working meeting on programmatic aspects, like planning updates, replanning, etc. **(W)**

Overview of FuSE meetings (4/4)



Meeting: Validation

Frequency: on demand

Content:

- Validating outcomes/ products **(D)**
- Peer reviews of in-process work (e.g., TPP driven content) **(W)**

Meeting: Public events

Frequency: on demand

Content:

- Briefings/panels at Events **(P)**
- Quarterly At INCOSE Events (IW, IS, EMEA. A-O) **(W)**
- Gathering wisdom of the whole **(W)**

Meeting: working Sessions (stream related - FuSE hosting the event)

Frequency: on demand

Content:

- Gathering wisdom of the whole **(W)**
- Able to be replicated by others (distributed / parallel working meetings) **(W)**
- Where do we stand regarding the SE Vision, changes in the context **(P)** **(I)**

template

Meeting Name

First proposal of FuSE meeting descriptions to be prepared by 3DSE

Meeting One-Pager

Purpose: purpose

Generic agenda

	Topics	Progress / Info / Decision	Owner	Duration [h]
1				
2				
3				
4				
5				
6				
7				
8				

Participants

Meeting Owner

Mandatory

Optional

Content / Results

Frequency/ duration

Frequency:
Duration:

Quarterly schedule

First proposal for quarterly FuSE meeting schedule to be prepared by 3DSE

		MON	TUE	WED	THU	FRI		
Month:	CW							
	CW							
	CW							
	CW							
	CW							
Month:	CW							
	CW							
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	CW							
Month	CW							
	CW							
	CW							
	CW							
	CW							

Infrastructure & Guidelines.

Major pain points

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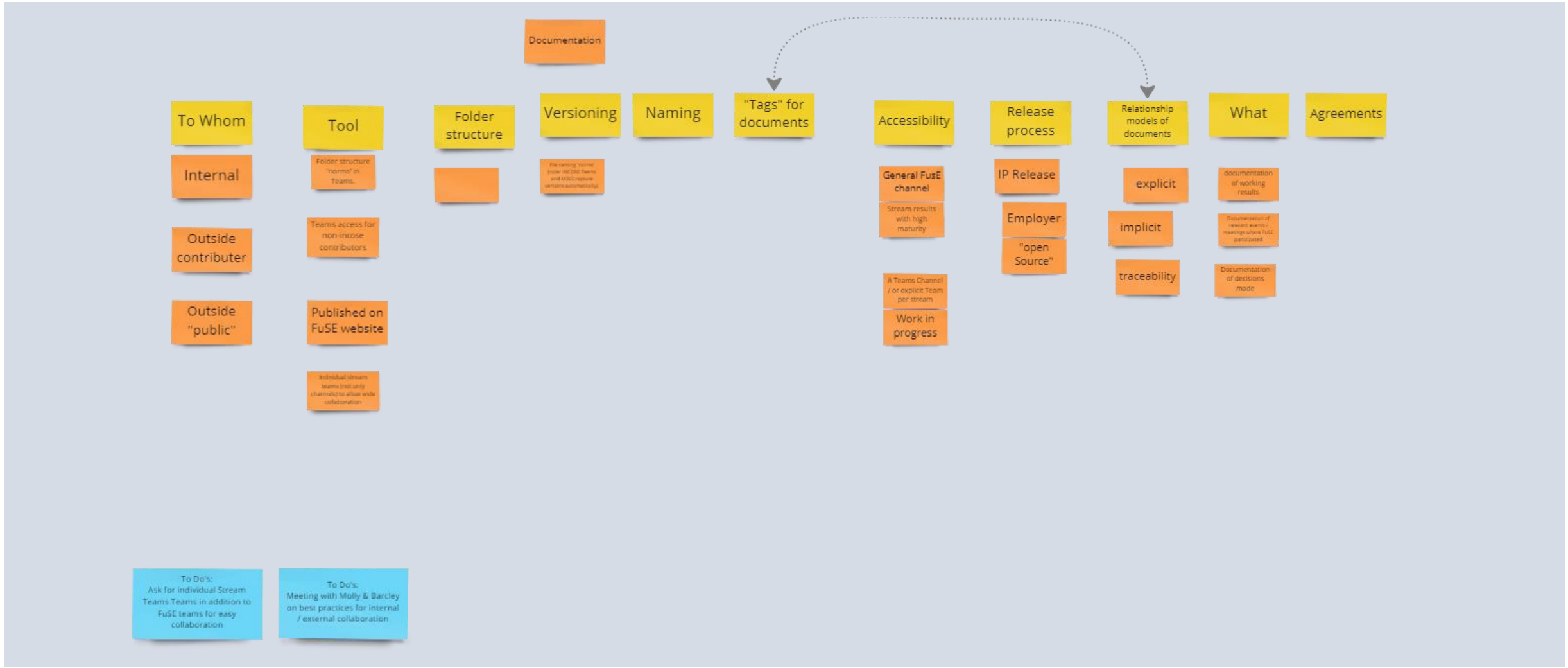
What to specify (Brainstorming)

Miro documentation

First thoughts towards standardized documentation

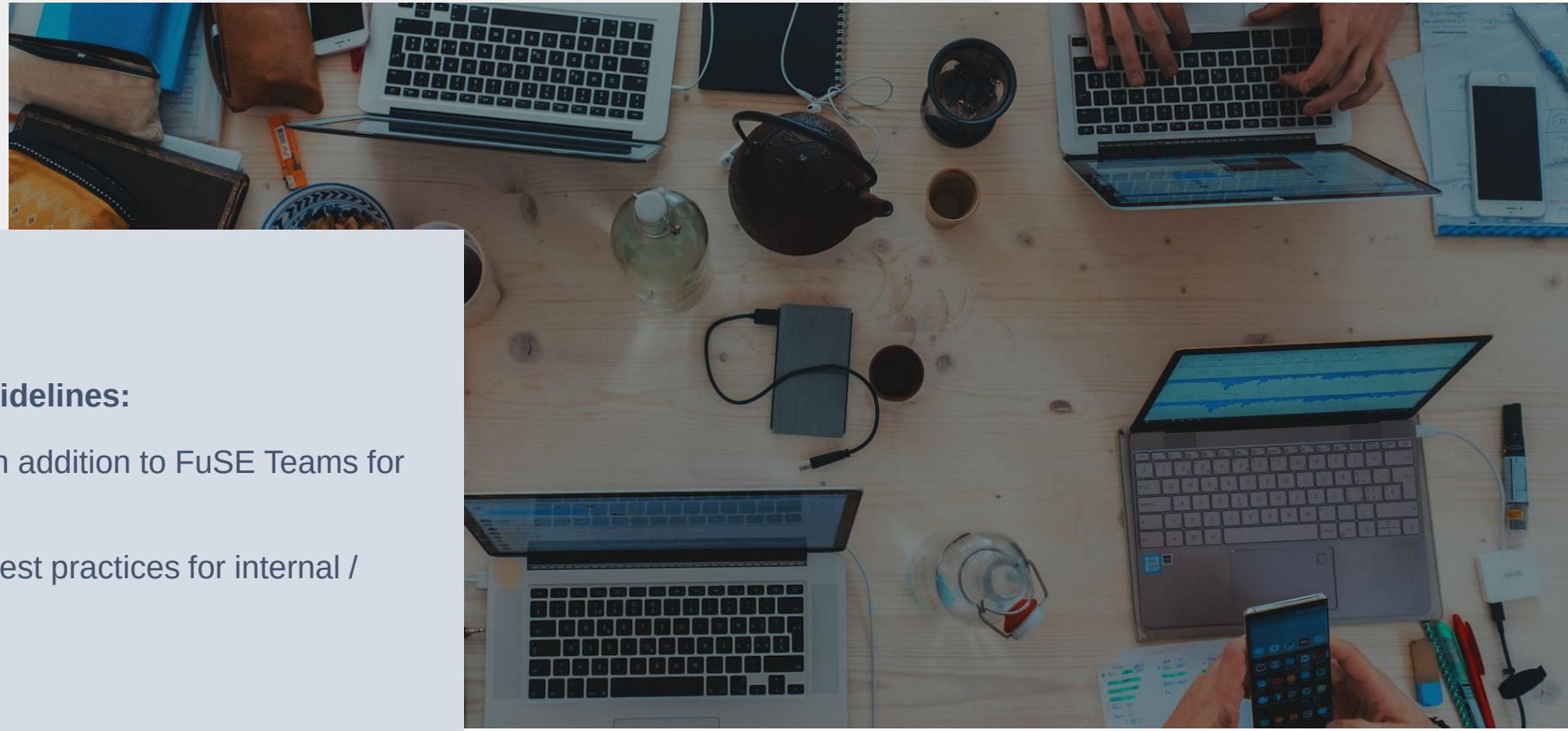
Miro documentation



First thoughts towards standardized documentation

Morphologic Box

Tho Whom	Tool	Folder structure	Versioning	Naming	Tags for documents	Relationship models of documents	Accessibility	Release process	"What"	Agreements
Internal	Folder structure 'norms' in Teams.		File naming 'norms' (note: INCOSE Teams and M365 capture versions automatically).			explicit	General FusE channel Stream results with high maturity	IP Release	Documentation of working results	
Outside contributer	Teams access for non-incose contributors					implicit	A Teams Channel / or explicit Team per stream Work in progress	Employer	Documentation of relevant events / meetings where FuSE participated	
Outside "public"	Published on FuSE website					traceability		"open Source"	Documentation of decisions made	
	Individual stream teams (not only channels) to allow wide collaboration									



Next steps on Infrastructure & Guidelines:

- Ask for individual Stream Teams in addition to FuSE Teams for easy collaboration
- Meeting with Molly & Barclay on best practices for internal / external collaboration

Closing.

Next FuSE Team Meetings

19 DEC 22

Pre-holiday Sync (Only if required)

No meeting on DEC 19 but notification with summary on focus topics

9 JAN 23

Short Stream Synchronization

16 JAN 23

FuSE Synchronization for IW

Meeting on JAN 16 fixed despite National US Holiday (MLK)

Let's connect

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