A system to support the faculty hiring process

PROJECT PLAN

Master project

Project period: December 2008 – May 2009

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1. PROJECT DESCRIPTION

Overview

Hiring new faculty at ETH is a complex and sometimes long process; some of its aspects are tedious, and a lot of documents have to be produced and maintained. At the moment no off-the-shelf software is directly applicable to handle them. The project's idea is to study the process in detail to see what parts could benefit from software support, and to build this support. This requires close cooperation with the administrative units involved, an in-depth understanding of the constraints, and observance of strict constraints of confidentiality.

Scope of the work

- Understand the business model used for hiring faculty members
- Assess the business model & suggest improvements
- Build software model
- The process will include requirements gathering, analysis, implementation, documentation/report & testing

Intended results

- Analysis document
- Software model
- Documentation

2. BACKGROUND MATERIAL

Reading list

- [2]

3. PROJECT MANAGEMENT

Objectives and priorities

- Analysis document (medium priority)
- Requirements Document (high priority)
- Working implementation (high priority)
- Documentation, Report (high priority)

Criteria for success

The objectives with high priority must be achieved.
The work shall be approved by the supervisor.

Method of work

All documentation and software elements will reside on a repository hosted by the Origo platform [3]. The results of the work, in terms of source code and documentation, will be publicly available as open source upon completion of the project.

Quality management

Documentation

All work related to this project will be documented.
All documentation will be in simple English and written in a clear way.

Validation steps

Briefings with the supervisor will take place regularly. Meetings will take place to make sure that the success criteria are met.

4. PLAN WITH MILESTONES

Project steps

- Understand the business model
- Asses the business model & suggest improvements
- Build software model
  - Requirements gathering
  - Analysis, implementation, documentation
- Write Documentation, Report

Deadline

31 May 2009

Tentative schedule

Task	Duration	Date
Project Plan	1 week	1 – 7 December
Understand & analyze business model	2 weeks	8 – 21 December
Write Requirements Document	2 weeks	22 December – 4 January
Build Software (Iteratively)	15 weeks	5 January – 19 April
Finish writing/finalize Report	2 weeks	20 April – 3 May
Reserve	4 weeks	4 – 31 May

Note: This schedule is tentative. Changes will happen!

REFERENCES

[1] Chair of Software Engineering: *Semester-/Diplomarbeiten*; Online at: http://se.inf.ethz.ch/projects/index.html

[2] Bertrand Meyer: *Object-Oriented Software Construction, 2nd edition*, Prentice Hall, 1997.

[3] Origo project: http://ethire.origo.ethz.ch