

Request for BDB - simplifying content



Library and Records Management BDB on FA1APP003

Public

Created By: [redacted] on 03/02/2015 at 10:01

**Title: Request for BDB - simplifying content**

Categorisation  
Records Management\ERMS / BDB  
Refresh\20 Front Door Process

Originator: [redacted] on 03/02/2015  
Status: **Default**  
Last Modified: 03/02/2015 10:03:21 by [redacted]

From : [redacted]  
[redacted]

Date Sent : 03/02/2015 09:51:18

Subject : [Re: Fw: Work Request for BDB - simplifying content ...had some thoughts over the weekend](#)

In which case [redacted], please go ahead.

[redacted]

[redacted]

[redacted]

[redacted]

From: [redacted]

Date: 02/02/2015 12:57

Subject: Re: Fw: Work Request for BDB - simplifying content ...had some thoughts over the weekend

Yes if you are happy with the wording in section 1 and 2 I will go ahead and add in the estimates. This isn't quite following the usual path but will save a bit of time.

I would say we've got a couple of weeks to put together requirements (in the estimate we put together I think there is 10 days for requirement gathering). However, it might also depend as to whether we get an analyst again or do this ourselves.

[redacted]

[redacted]

Date: 02/02/2015 12:45

Subject: Re: Fw: Work Request for BDB - simplifying content ...had some thoughts over the weekend

## Request for BDB - simplifying content

I'm sure we'll all be happy to be led by you [REDACTED]. If we take our words out of section 4.1 and leave yours in, is the work request ok to go on to the next step, whatever that may be? We can then continue working on our shopping list, or requirements list as you've put it. How quickly will you want our requirements?

Regards

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

From: [REDACTED]  
Date: 02/02/2015 12:35  
Subject: Re: Fw: Work Request for BDB - simplifying content ...had some thoughts over the weekend

---

I've put what I think should go In Scope in purple. Feel free to do what you want with this.

I think all the other things you've listed would be more appropriate in a requirements list rather than be listed in the work request but not a problem if you do want to leave this in.

Hope this helps

Thanks,

[REDACTED]

[REDACTED]

From: [REDACTED]  
Date: 02/02/2015 09:03  
Subject: Fw: Work Request for BDB - simplifying content ...had some thoughts over the weekend

---

We're actually in a conversation about this at the moment! Here's our thoughts so far (I'm still editing it, by the way!) 📄

## Request for BDB - simplifying content

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Date: 02/02/2015 09:00  
Subject: Work Request for BDB - simplifying content ...had some thoughts over the weekend

---

Morning all,  
Hope you all had a good weekend.

A thought as to what to write in the work request came to me over the weekend - don't worry I didn't lose any sleep over it. It would mean that we can submit the work request more promptly and take a bit more time considering requirements.

- The paragraph that asks for Scope.  
Don't list your requirements just keep it to a couple of sentences along the lines of... re-writing the record management system and revamping/reviewing the design of the BDB to accommodate the new system.  
*This actually is what we did in the previous one.*

Somewhere I think it would be useful to state something like review/redesign the BDB in such a way that it would not be possible for any third party to claim copyright infringement.

- Requirements.  
List your requirements in a BDB document - these will probably need to be transferred to a PID at some point because we'll have to make sure that our documentation is properly produced.

A couple of things from us...

[REDACTED]

Lose the Alert form down the back of the sofa while they are doing it  
We could create something similar by using the standard link message form and auto setting the priority if they wanted something popping up in the icon column

Because of the colour of it I feel more like closing it down instantly instead of reading it

[REDACTED]

## Request for BDB - simplifying content

I'd like the left hand navigators to be revamped a bit. I think some of the wording could be a bit more meaningful eg "Edit ACL Setter" something like "Manage access to database."

Give me a shout if you want a quick chat

Thanks,



Last Modified : 03/02/2015 10:03:21 by 