



## Product Board Guidelines

# *Talent2 Alesco HRIS*

September 2007

***talent*<sup>2</sup>**

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## Document Approval

Action	Name	Signature	Date
Author	Eileen Aitken		May 2007
Reviewer - 1	Rob Fox		May 2007
T2UG Executive	All		June 2007

## Change History

Issue	Author	Reason for Amendment	Date
1.0	E Aitken	Original	May 2007
1.1	E Aitken	Post Review By T2UG	June 2007
1.2	E Aitken	Ranking Template Added and Custom Work Clarified	July 2007
1.3	E Aitken	Update to Note 1 under 2. Model to clarify understanding re Custom Work – refer T2UG conference call 13 <sup>th</sup> September 2007	Sept 2007

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# 1 Introduction

After five years of operating a highly successful Product Panel and Product Steering Committee structure, both Talent2 and the T2UG Executive have come to a conclusion that a single democratic decision making body is now required. To this end, a Product Board has been developed rendering the Product Panel and Product Steering Committee superseded from 1<sup>st</sup> July 2007.

## 2 Model

The model is a combination of best practice across the Product Panel and Product Steering Committee and is represented as follows: -



**Notes**

1. In order to move into core product, custom work will be required to follow the same process as a BRS. That is, the inclusion of custom work into core incurs a significant impact on the resource allocation within the Alesco Development Team. As such, the determination for inclusion of custom work into core product must be democratic to ensure equity.
2. At the completion of each cycle, all unsuccessful BRS requests will be closed. Should a client wish to resubmit a BRS, a new enhancement request should be raised as opposed to re-opening the existing request. This is to help manage the request queues

### 3 Meeting Frequency

One 2 day and one 1 day face-to-face meetings will occur each year. One of these two meetings will be scheduled to coincide with the Annual Talent2 User Group Conference (eg April/May) and the other will occur in the October/November timeframe.

For the alternate meetings (ie alternate from the annual T2UG conference), funding is considered to remain as follow: -

- > The T2UG will fund the airfares of the Location Representative to the meeting location
- > Talent2 will fund the accommodation and meals for the Location Representative to attend

## 4 Constituency

### 4.1 Customer Representation

- > T2UG Queensland Representative
- > T2UG New South Wales Representative
- > T2UG Victoria/Tasmania Representative
- > T2UG South Australia Representative
- > T2UG Western Australia/Northern Territory Representative
- > T2UG New Zealand Representative
- > T2UG President
- > T2UG Vice President

### 4.2 Talent2 Representation

The members of Talent2 will undertake this role as follows: -

- > National Manager
- > Chief Technology Officer
- > Development Manager

## 5 T2UG Representative Special Conditions

### 5.1 Travel

All travel to the Product Board that is funded by the User Group requires prior approval. As such, a draft itinerary must be forward to Martin Lack and Associates prior to finalising any such travel bookings.

### 5.2 Performance

The role of the User Group Representative is defined within the overall Key Performance Indicators defined for this group. Further details can be obtained direct from the T2UG Executive.

## 6 Attachment A – Ranking Template

BI ANNUAL SUBMISSION TO PRODUCT BOARD

Completed By	T2UG Representative		Talent2 Representative	
Location				
Date Submitted to Product Board				
Product Board Meeting Date				
<b>5 BRS SUBMISSIONS TO PRODUCT BOARD</b>				
BRS Ranking (1 to 5)	BRS Ref#	BRS Title	Additional Comment	BRS Attached <input checked="" type="checkbox"/>
1.				
2.				
3.				
4.				
5.				