

The working group was created in April 2008 in order to work on terms of reference to recruit a web developer to develop the new CIVIC web presence, following findings of the survey conducted in 2006 and activities outlined in the CIVIC-approved CARISNET 2 project. The working group also had to finalize the specifications for the development work, following the initial results of a previous working group on that matter in December 2006. The members of the working group are, in no particular order:

Richard Padilla,
Stéphane Bruno, coordinator,
Enrique Piraces,
Yacine Khelladi,
Valerie Gordon,
Vidyaratha Kissoon,
Rafik Abdesselam,
Rudi Daniel,
Andrew Mancey,
Kevin Harris,
Chanzo Greenidge,
Deirdre Williams,
Chris Halsall, joined later
Jacqueline Morris, joined later

In the beginning, a lot of exchanges evolved around choosing a methodology to develop the specifications for the developer. Two different methodologies were discussed and eventually the group reached a consensus on using both in parallel. Hence, the group produced three documents:

- a Terms of Reference document which outlines the contractual responsibilities of the developer and of CIVIC
- a "Specifications Document" which outlines in natural language what are the functionalities needed for the web platform
- a "Systems Requirements Specifications" (SYRS) Document, building from the Spec Document and proposes a blueprint for the web site and more in-details requirements for the web platform

A prototype web site has also been setup where users could have a first glance and feel of what the final product would be and suggest what should be included in the Requirements Specifications.

The group also discussed about possible domain names for the web site of CIVIC, and after a brainstorming, suggested a list of possible domain names from which the wider CIVIC membership will have to choose by means of a vote. The list of possible domain names will be circulated in another email.

The group also prepared a Selection criteria and scoring matrix that will be used to recruit the web developer. The Terms of reference and Specifications Document are ready and uploaded in the resources section at http://dgroups.idrc.ca/groups/ica/ICArrib-app/index.cfm?op=main&cat_id=1536

The SYRS document is still being worked on, and the Selection criteria and scoring matrix awaits approval by other members of the working group.

The group has suggested that the call for proposal be made while the SYRS document is being finalized.

Thank you to all these members who have contributed to a very dense and much heated at times working group.

Regards, Stéphane