

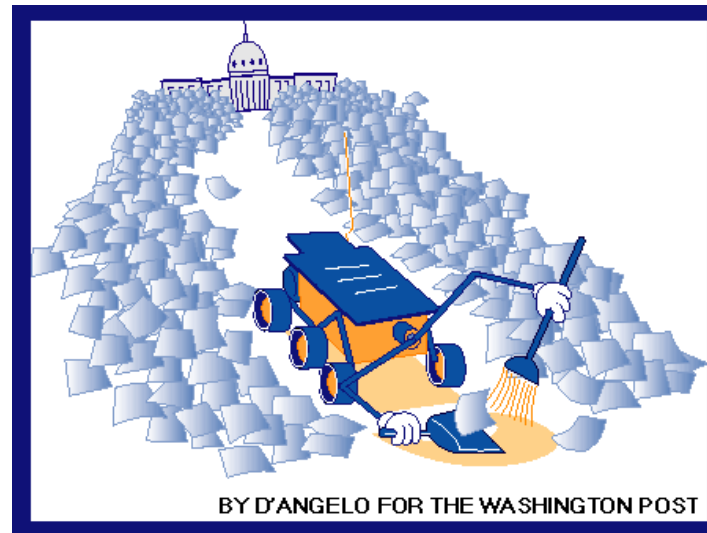
Library of Congress Congressional Research Service (CRS) Research, Analysis, and Information Projects Management Using Process Libraries and Electronic Handbooks



(Where Shakespeare Meets Freud)



Demonstration



Dr. Barry E. Jacobs
barry.e.jacobs@comcast.net

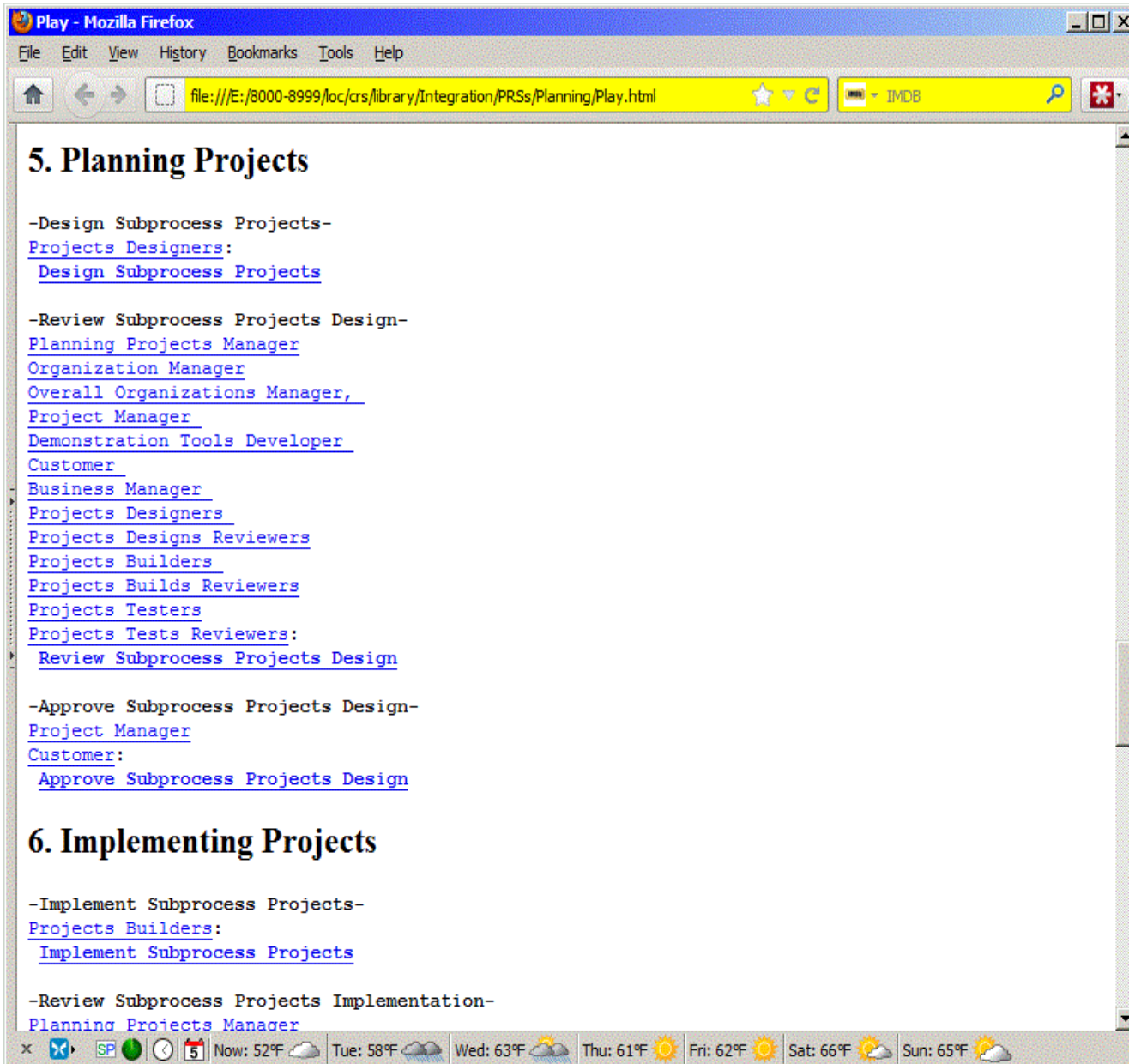
The Bottom Line:

We believe that to truly understand one's universe, one must see it thru multiple “eyes” and also have tools to “communicate” these views.

To do this, we propose editable and cost-saving process documentation “plays” for process developers and participants to help them quickly and effectively learn, integrate, test, teach, and work together.

These “plays” may be added to new or existing systems.

Plays describe subprocess execution.



The screenshot shows a Mozilla Firefox browser window with the following content:

5. Planning Projects

- Design Subprocess Projects-
[Projects Designers:](#)
[Design Subprocess Projects](#)
- Review Subprocess Projects Design-
[Planning Projects Manager](#)
[Organization Manager](#)
[Overall Organizations Manager,](#)
[Project Manager](#)
[Demonstration Tools Developer](#)
[Customer](#)
[Business Manager](#)
[Projects Designers](#)
[Projects Designs Reviewers](#)
[Projects Builders](#)
[Projects Builds Reviewers](#)
[Projects Testers](#)
[Projects Tests Reviewers:](#)
[Review Subprocess Projects Design](#)
- Approve Subprocess Projects Design-
[Project Manager](#)
[Customer:](#)
[Approve Subprocess Projects Design](#)

6. Implementing Projects

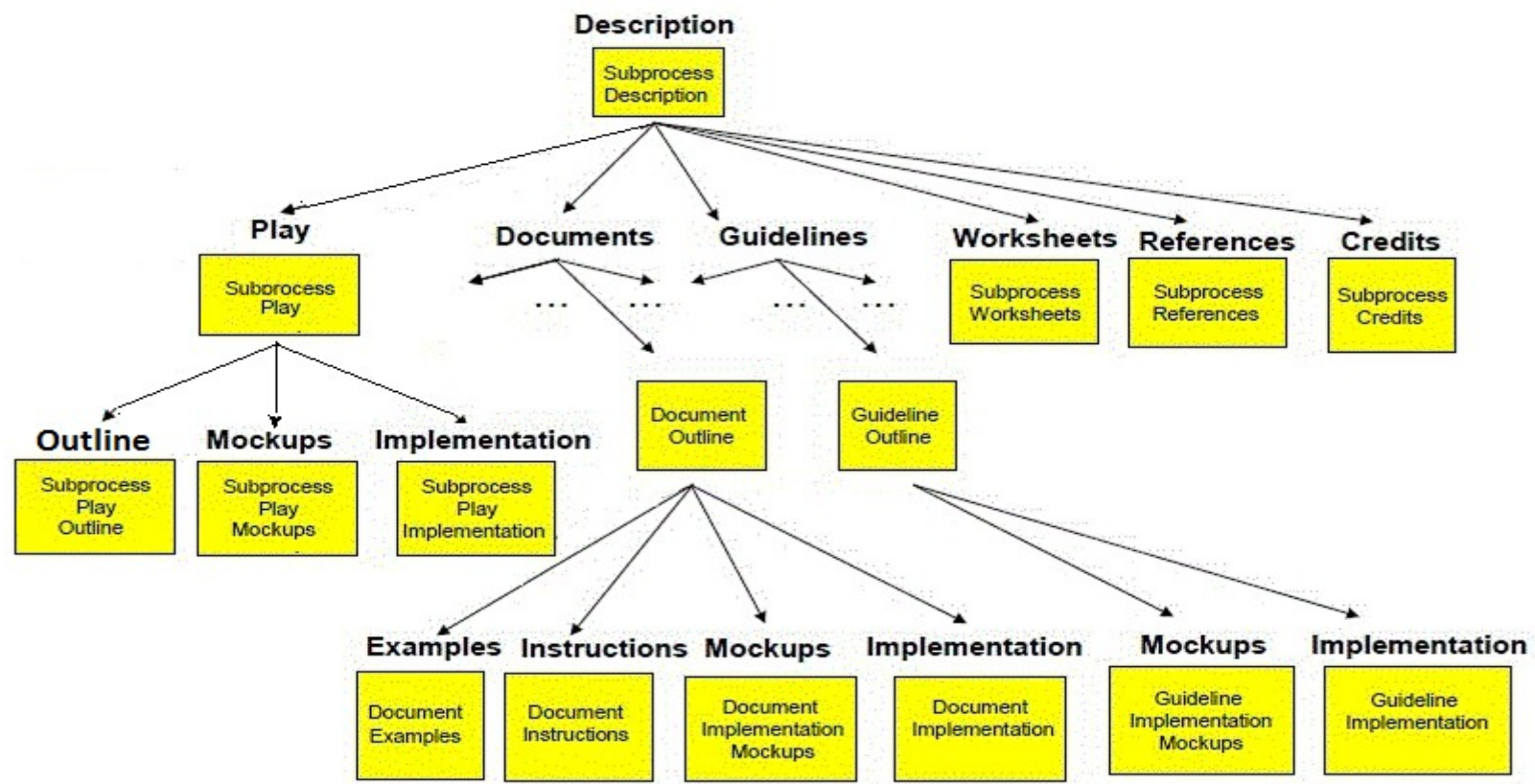
- Implement Subprocess Projects-
[Projects Builders:](#)
[Implement Subprocess Projects](#)
- Review Subprocess Projects Implementation-
[Planning Projects Manager](#)

The browser window also shows the address bar with the file path: `file:///E:/8000-8999/loc/crs/library/Integration/PRs/Planning/Play.html`. The taskbar at the bottom displays the system tray with the date (5), time (Now: 52°F), and weather forecasts for the following days: Tue: 58°F, Wed: 63°F, Thu: 61°F, Fri: 62°F, Sat: 66°F, Sun: 65°F.

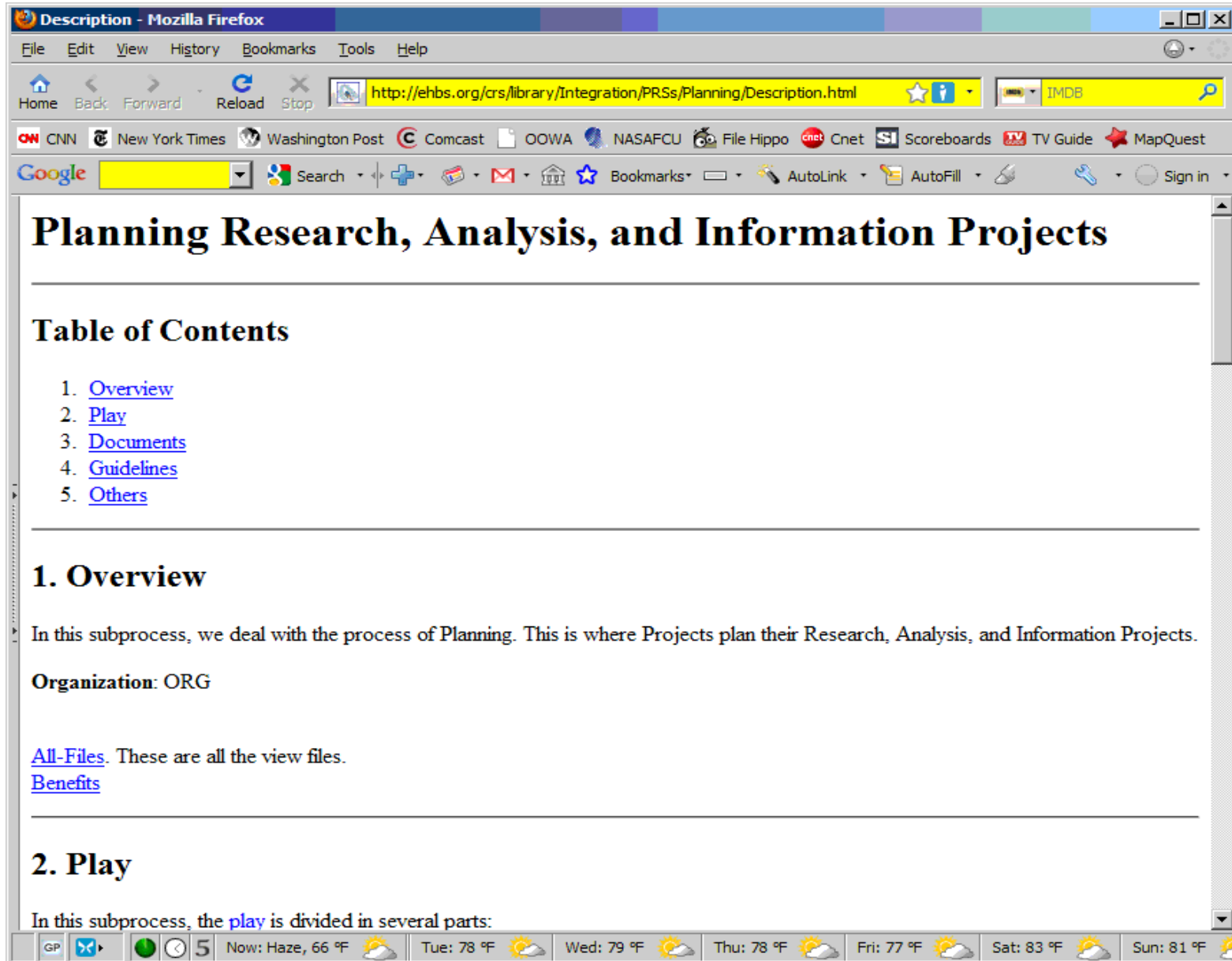
Benefits:

- Facilitates the collection of system and organizational requirements,**
 - Does not anger/upset people whose opinions are heard,**
- and**
- Increases the interaction between managers, process developers, and participants.**

Our basic approach is to wrap organization's subprocesses in a common envelope containing "communication vehicles" that facilitate intra- and inter-organization communication.



Descriptions summarize subprocesses.



The screenshot shows a Mozilla Firefox browser window with the address bar displaying <http://ehbs.org/crs/library/Integration/PRSs/Planning/Description.html>. The page title is "Description - Mozilla Firefox". The browser's menu bar includes File, Edit, View, History, Bookmarks, Tools, and Help. The address bar contains navigation buttons (Home, Back, Forward, Reload, Stop) and a search box with "IMDB" entered. The browser's toolbar includes various icons for search engines (Google, CNN, New York Times, Washington Post, Comcast, OOWA, NASAFCU, File Hippo, Cnet, SI, Scoreboards, TV Guide, MapQuest) and utility tools (Search, Bookmarks, AutoLink, AutoFill, Sign in).

Planning Research, Analysis, and Information Projects

Table of Contents

- [1. Overview](#)
- [2. Play](#)
- [3. Documents](#)
- [4. Guidelines](#)
- [5. Others](#)

1. Overview

In this subprocess, we deal with the process of Planning. This is where Projects plan their Research, Analysis, and Information Projects.

Organization: ORG

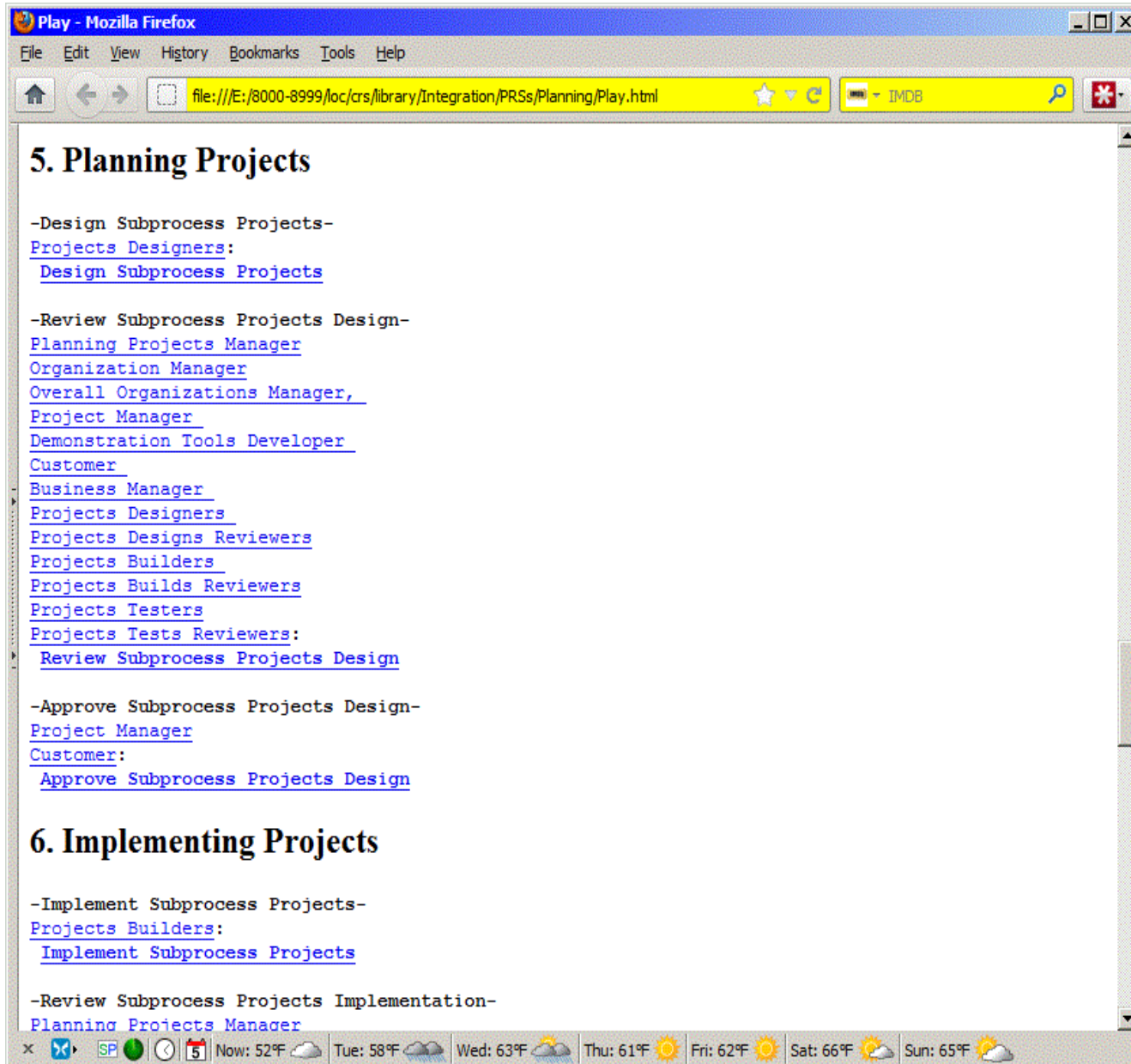
[All-Files](#). These are all the view files.
[Benefits](#)

2. Play

In this subprocess, the [play](#) is divided in several parts:

GP [System Tray: Now: Haze, 66 °F, Tue: 78 °F, Wed: 79 °F, Thu: 78 °F, Fri: 77 °F, Sat: 83 °F, Sun: 81 °F]

Plays describe subprocess execution.



The screenshot shows a Mozilla Firefox browser window with the following content:

5. Planning Projects

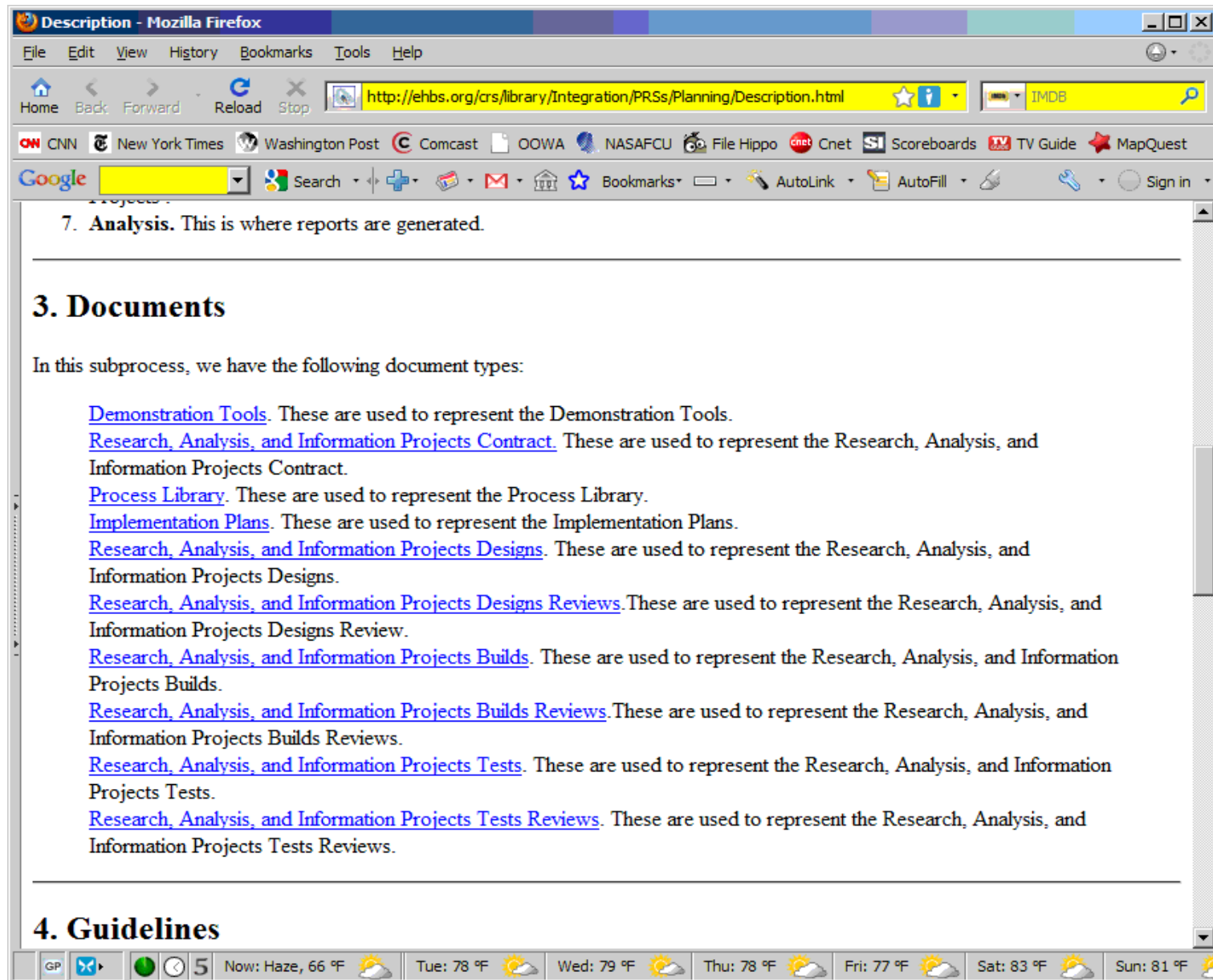
- Design Subprocess Projects-
[Projects Designers:](#)
[Design Subprocess Projects](#)
- Review Subprocess Projects Design-
[Planning Projects Manager](#)
[Organization Manager](#)
[Overall Organizations Manager,](#)
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[Projects Builds Reviewers](#)
[Projects Testers](#)
[Projects Tests Reviewers:](#)
[Review Subprocess Projects Design](#)
- Approve Subprocess Projects Design-
[Project Manager](#)
[Customer:](#)
[Approve Subprocess Projects Design](#)

6. Implementing Projects

- Implement Subprocess Projects-
[Projects Builders:](#)
[Implement Subprocess Projects](#)
- Review Subprocess Projects Implementation-
[Planning Projects Manager](#)

The browser window also shows the address bar with the file path: `file:///E:/8000-8999/loc/crs/library/Integration/PRs/Planning/Play.html`. The status bar at the bottom displays the current date and time (Now: 52°F) and a weather forecast for the following days: Tue: 58°F, Wed: 63°F, Thu: 61°F, Fri: 62°F, Sat: 66°F, Sun: 65°F.

Documents describe subprocess data.



7. **Analysis.** This is where reports are generated.

3. Documents

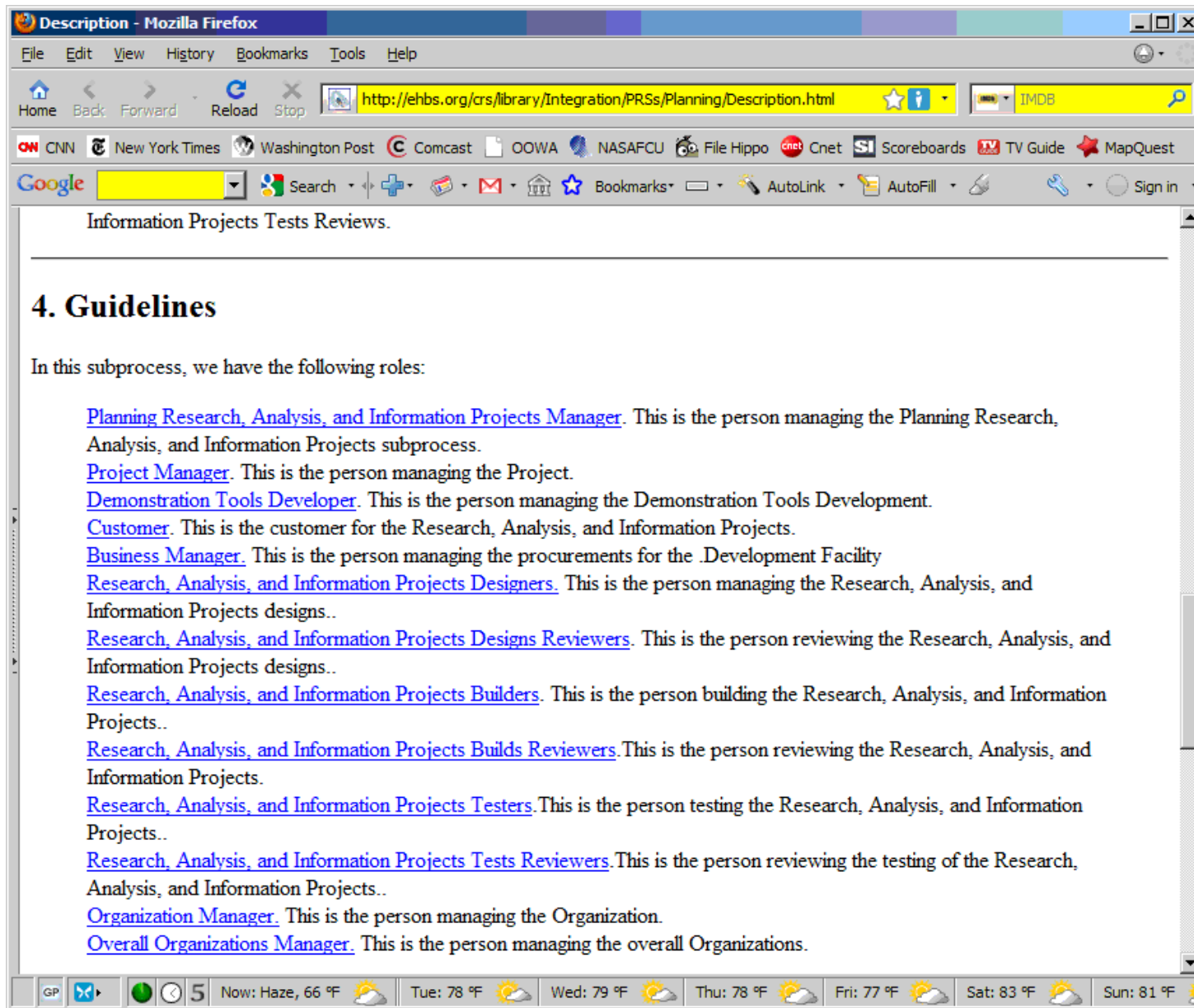
In this subprocess, we have the following document types:

- [Demonstration Tools](#). These are used to represent the Demonstration Tools.
- [Research, Analysis, and Information Projects Contract](#). These are used to represent the Research, Analysis, and Information Projects Contract.
- [Process Library](#). These are used to represent the Process Library.
- [Implementation Plans](#). These are used to represent the Implementation Plans.
- [Research, Analysis, and Information Projects Designs](#). These are used to represent the Research, Analysis, and Information Projects Designs.
- [Research, Analysis, and Information Projects Designs Reviews](#). These are used to represent the Research, Analysis, and Information Projects Designs Review.
- [Research, Analysis, and Information Projects Builds](#). These are used to represent the Research, Analysis, and Information Projects Builds.
- [Research, Analysis, and Information Projects Builds Reviews](#). These are used to represent the Research, Analysis, and Information Projects Builds Reviews.
- [Research, Analysis, and Information Projects Tests](#). These are used to represent the Research, Analysis, and Information Projects Tests.
- [Research, Analysis, and Information Projects Tests Reviews](#). These are used to represent the Research, Analysis, and Information Projects Tests Reviews.

4. Guidelines

GP [Navigation icons] 5 Now: Haze, 66 °F [Weather icons] Tue: 78 °F Wed: 79 °F Thu: 78 °F Fri: 77 °F Sat: 83 °F Sun: 81 °F

Guidelines describe user subprocesses.



Information Projects Tests Reviews.

4. Guidelines

In this subprocess, we have the following roles:

- [Planning Research, Analysis, and Information Projects Manager](#). This is the person managing the Planning Research, Analysis, and Information Projects subprocess.
- [Project Manager](#). This is the person managing the Project.
- [Demonstration Tools Developer](#). This is the person managing the Demonstration Tools Development.
- [Customer](#). This is the customer for the Research, Analysis, and Information Projects.
- [Business Manager](#). This is the person managing the procurements for the .Development Facility
- [Research, Analysis, and Information Projects Designers](#). This is the person managing the Research, Analysis, and Information Projects designs..
- [Research, Analysis, and Information Projects Designs Reviewers](#). This is the person reviewing the Research, Analysis, and Information Projects designs..
- [Research, Analysis, and Information Projects Builders](#). This is the person building the Research, Analysis, and Information Projects..
- [Research, Analysis, and Information Projects Builds Reviewers](#). This is the person reviewing the Research, Analysis, and Information Projects.
- [Research, Analysis, and Information Projects Testers](#). This is the person testing the Research, Analysis, and Information Projects..
- [Research, Analysis, and Information Projects Tests Reviewers](#). This is the person reviewing the testing of the Research, Analysis, and Information Projects..
- [Organization Manager](#). This is the person managing the Organization.
- [Overall Organizations Manager](#). This is the person managing the overall Organizations.

GP [Icons] 5 Now: Haze, 66 °F Tue: 78 °F Wed: 79 °F Thu: 78 °F Fri: 77 °F Sat: 83 °F Sun: 81 °F

Subprocess Worksheets facilitate subprocess manager communication with process developers and participants.

Worksheet - Mozilla Firefox

file:///E:/Intro/summary/mock-ups/Worksheet.htm

Subprocess Worksheet

Subprocess: Planning Research, Analysis, and Information Projects.

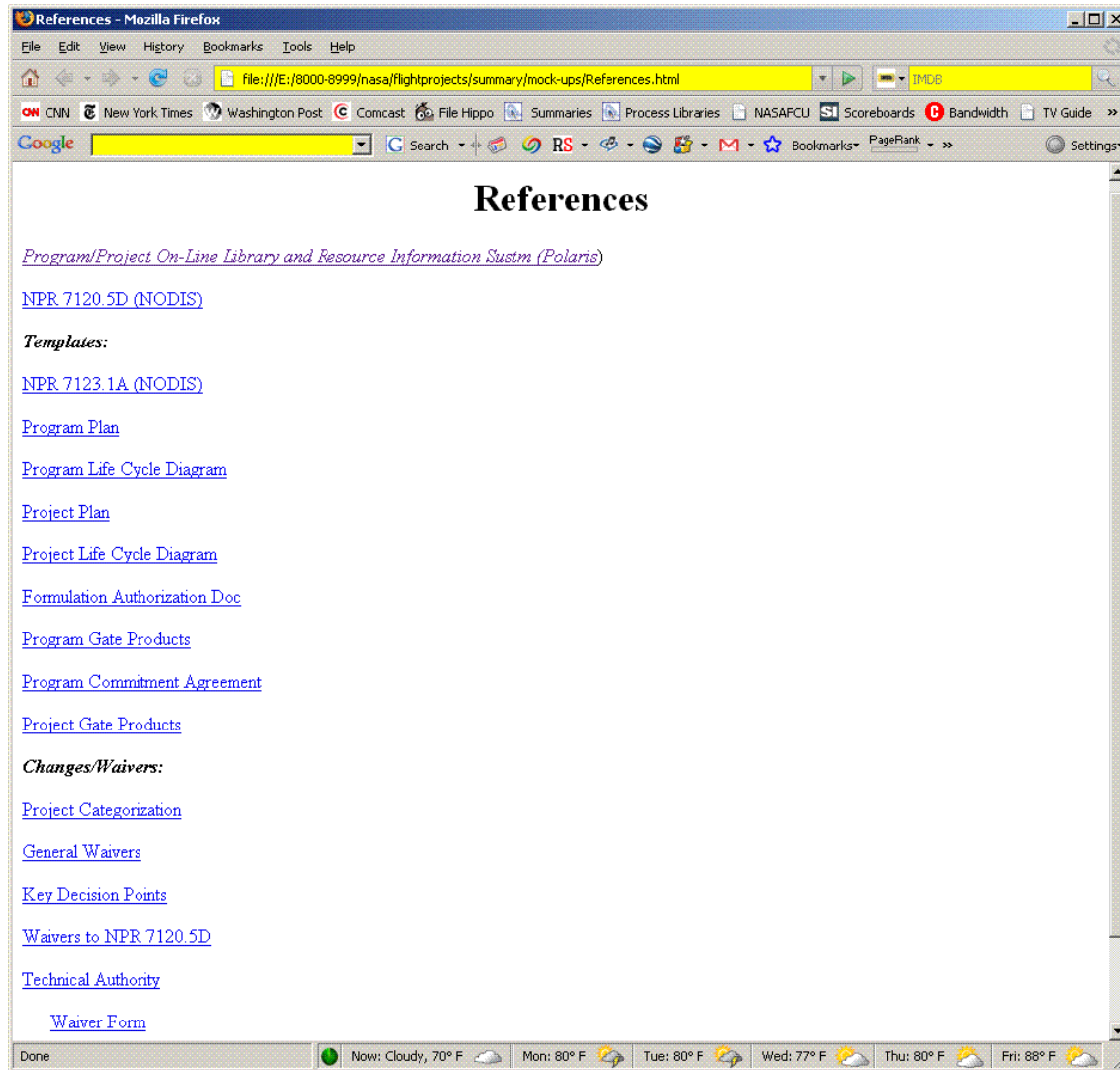
In this subprocess, we deal with the process of Planning. This is where Projects plan their Research, Analysis, and Information Projects.

Organization: Division C

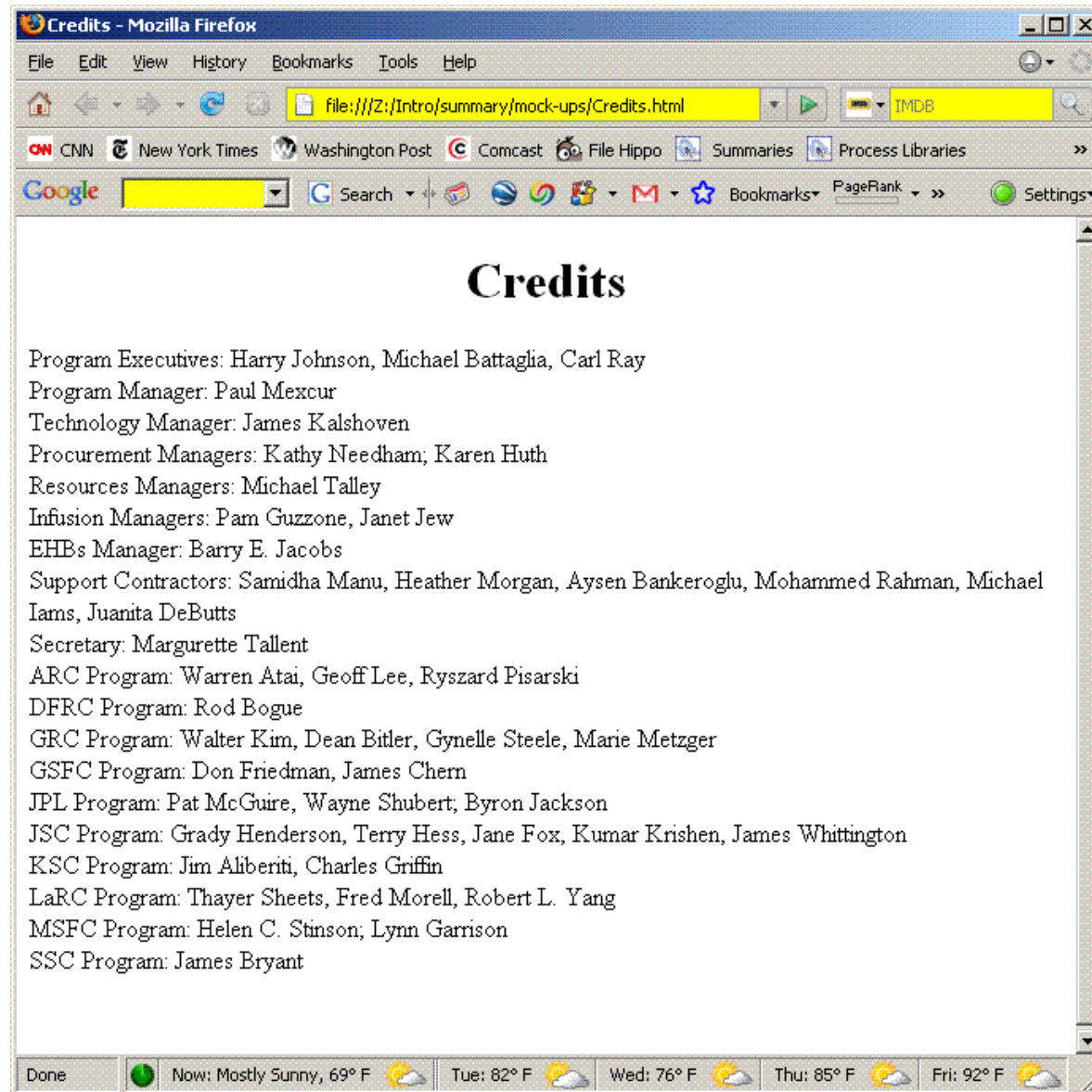
Task	Purpose	Suggested Roles	Task Lead(s)	Estimated Completion Date	Actual Completion Date	Documents					
						Document	Instructions and Samples	Document Lead(s)	Estimated Completion Date	Actual Completion Date	Document Location(s)
Administration	The purpose of this task is to administer Project Development .	Task Lead, Subtask Lead, Subtask Member, Reviewer, Approval Official, Project Manager, Documents Manager	James Green	07/23/07	08/23/07	Document Library	Instructions and Samples	James Green	06/23/07	07/23/07	Library: NS2034
Critical Design Review (CDR)	The purpose of this task is to administer Critical Design Review (CDR)..	Task Lead, Subtask Lead, Subtask Member, Reviewer, Approval Official, Project Manager, Documents Manager	James Green	06/23/07	06/23/07	Critical Design Review (CDR)Documents	Instructions and Samples	James Green	06/23/07	07/23/07	Library: NS2034
						Draft Project Requirements Document	Instructions and Samples	James Green	06/23/07	07/23/07	Library: NS2034
						Project Plan	Instructions and Samples	James Green	06/23/07	07/23/07	Library: NS2034
Resource Analysis Office	The purpose of this task is to administer Resource	Task Lead, Subtask Lead, Subtask Member, Reviewer,	James			Resource Analysis Office (RAO) Data Dump Documents	Instructions and Samples	James Green	06/23/07	07/23/07	Library: NS2034
						Project Plan	Instructions and Samples	James Green	06/23/07	07/23/07	Library: NS2034

Now: Sunny, 75° F Tue: 87° F Wed: 85° F Thu: 85° F Fri: 85° F Sat: 87° F Sun: 84° F

References list other related resources.



Credits acknowledge people's contributions.



Tools that can be focused on during stages- by tool.

Tools To Focus On During Stages. - Mozilla Firefox

File Edit View History Bookmarks Tools Help

ehbs.org/intro/summary/stages1.html

Google

Tools To Focus On During Stages- By Tool.

Tool	Process Developer	Process Participant
Descriptions	Learn, Integrate, Test, Teach, Work Together	Learn, Integrate Documents Using Role Guidelines/EHBs, Test, Teach, Work Together
Plays	Learn, Integrate, Test, Teach, Work Together	Learn, Integrate Documents Using Role Guidelines/EHBs, Test, Teach, Work Together
Documents	Learn, Integrate, Test, Teach, Work Together	Learn, Integrate Documents Using Role Guidelines/EHBs, Test, Teach, Work Together
Role Guidelines/EHBs	Learn, Integrate, Test, Teach, Work Together	Learn, Integrate Documents Using Role Guidelines/EHBs, Test, Teach, Work Together
Subprocess Worksheets	Learn, Integrate, Test, Teach, Work Together	Learn, Integrate Documents Using Role Guidelines/EHBs, Test, Teach, Work Together
References	Learn, Integrate, Test, Teach, Work Together	Learn, Integrate Documents Using Role Guidelines/EHBs, Test, Teach, Work Together
Credits	Learn, Integrate, Test, Teach, Work Together	Learn, Integrate Documents Using Role Guidelines/EHBs, Test, Teach, Work Together

Tools that can be focused on during stages- by stage.

Tools To Focus On During Stages. - Mozilla Firefox

File Edit View History Bookmarks Tools Help

ehbs.org/intro/summary/stages2.html

Google

Tools To Focus On During Stages- By Stage.

Stage	Process Developer	Process Participant
Learn	Descriptions, Plays, Documents, Role Guidelines/EHBs, Subprocess Worksheets, References, and Credits.	Descriptions, Plays, Documents, Role Guidelines/EHBs, Subprocess Worksheets, References, and Credits.
Integrate	Descriptions, Plays, Documents, Role Guidelines/EHBs, Subprocess Worksheets, References, and Credits.	Documents Using Role Guidelines/EHBs.
Test	Descriptions, Plays, Documents, Role Guidelines/EHBs, Subprocess Worksheets, References, and Credits.	Descriptions, Plays, Documents, Role Guidelines/EHBs, Subprocess Worksheets, References, and Credits.
Teach	Descriptions, Plays, Documents, Role Guidelines/EHBs, Subprocess Worksheets, References, and Credits.	Descriptions, Plays, Documents, Role Guidelines/EHBs, Subprocess Worksheets, References, and Credits.
Work Together	Descriptions, Plays, Documents, Role Guidelines/EHBs, Subprocess Worksheets, References, and Credits.	Descriptions, Plays, Documents, Role Guidelines/EHBs, Subprocess Worksheets, References, and Credits.



Home



Back



Forward



Reload



Print



Stop



file:///E:/8000-8999/loc/crs/plib/overview.html



IMDB

Overview of Library of Congress Research Projects Process Library

The objective of this tool is to help Library of Congress Research Projects Managers (and Staff) to *quickly learn* to build and manage Research Project. We present our approach in five bullets.

- We focus on the documents that Library of Congress Research Projects Managers prepare. These documents appear within various subprocesses (e.g., [1](#)) and within multiple organizations (e.g., [2](#)).
- For each subprocess, we create a directory of documents for that subprocess. (e.g., [1](#), [2](#))
- For each document type, we create files to help prepare the document. These files include document overview, organization, related links, structure, references, organization samples, organization contacts, and *sample documents from other organizations*. (e.g., [1](#), [2](#))
- Sample documents have three levels of access: a) Unconditionally Distributable (e.g., [1](#), [2](#)), b) Maintained In Organization Libraries (e.g., [1](#), [2](#)), and c) Proprietary (e.g., [1](#), [2](#)).
- Each organization gets worksheets for its own use. These worksheets also help add to the database as Managers go thru the subprocesses. (e.g., [1](#), [2](#))

For more information on the Library of Congress Research Projects Process Library see: [paper](#), [summary](#), and [other process libraries](#).



Now: Mostly Cloudy, 55° F



Thu: 66° F



Fri: 68° F



Sat: 76° F



Sun: 79° F



Mon: 79° F



Tue: 76° F





Overview of Library of Congress Research Projects Process Library

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Research Projects

Product Realization Subprocesses							
Integrated Problems-Solutions Database	Planning Research Projects	Solicitation Development	Submission	Review & Selection	Negotiation	Project Administration	Closeout

(Potential Customers: Congressional Staffers)

Product Distribution Subprocesses							
Integrated Problems-Solutions Database	Planning Distributions	Distribution Facility Solicitation Development	Problem Submission	Problem Handling	Agreement Administration	Agreement Closeout	Post-Agreement Closeout

(Potential Customers: Congressional Staffers)

Support Subprocesses								
Survey Management	Computer Systems Development and Evolution	Computer Systems Operations and Network Administration	Home Page Management	Education and Outreach Activities	Facilities Management	Security	Small Systems (Mac and PC) Support	Visualizations

Improvement Subprocesses		
ISO 9001: 2000	CMMI- Staged	CMMI- Continuous

Common Subprocesses					
Organization Subprocess Formulation	Organization Subprocess Implementation	Organization Subprocess Customer Support	Organization Subprocess Evaluation	Organization Subprocess Update	Organization Subprocess Closeout

Organizations provide different views of the subprocesses, some of which may be proprietary.

The screenshot shows a Mozilla Firefox browser window displaying the Library of Congress website. The address bar shows the file path: file:///E:/8000-8999/loc/crs/plib/Organizations.htm. The page title is "Library of Congress Congressional Research Service (CRS) Research Organizations". The page content is organized into five main sections, each with a yellow header and a list of sub-processes in gray boxes:

- Product Realization Subprocesses Organizations**
 - Research Office
 - Analysis Office
 - Information Office
 - Other Research Office
- Product Distribution Subprocesses Organizations**
 - Research Office
 - Analysis Office
 - Information Office
 - Other Research Office
- Support Subprocesses Organizations**
 - Support Contractor A
 - Support Contractor B
 - Support Contractor C
- Improvement Subprocesses Organizations**
 - ISO 9001: 2000 Improvements Contractor
 - CMMI- Staged Improvements Contractor
 - CMMI- Continuous Improvements Contractor
- Common Subprocesses Organizations**
 - Support Contractor A
 - Support Contractor A
 - Support Contractor C

The browser's status bar at the bottom shows the current weather: "Now: Mostly Cloudy, 55° F" and a forecast for the next few days: "Thu: 66° F", "Fri: 68° F", "Sat: 76° F", "Sun: 79° F", "Mon: 79° F", "Tue: 76° F".

Organizations Execute The Eight "Play Development" Stages - Mozilla Firefox

File Edit View History Bookmarks Tools Help

Organizations Execute The Eight "Pl... X +

ehbs.org/intro/summary/Eight-Stages.html Wikipedia (en)

Organizations execute the eight "Play Development" stages.

- 1) summarizing (descriptions),**
- 2) playwrighting (outlines),**
- 3) staging (mockups),**
- 4) dress rehearsal (implementations),**
- 5) performance (implementations),**
- 6) evaluations (implementations),**
- 7) revisions (outlines, mockups, implementations),**

and

- 8) closing.**

Silver Spring, MD 20902, USA: 95°F Sun: 92°F Mon: 88°F Tue: 88°F Wed: 88°F Thu: 90°F Fri: 88°F

People in organizations provide different views of the subprocesses.



Subprocess Documentor's View



Subprocess Teacher's, Manager's, Implementor's and Participant's Views

Organizations generate Subprocess Life-Cycle* Views

- **Organization subprocess teachers want to quickly learn, integrate, test, and teach their own views of their subprocesses. (Critical)**
- **Organization subprocess documentors want to quickly learn, integrate, test, and teach their own views of their subprocesses. (Critical)**
- **Organization subprocess managers want to quickly learn, integrate, test, and teach their own views of their subprocesses. (Critical)**
- **Organization subprocess implementors want to quickly learn, integrate, test, and teach their own views of their subprocesses. (Critical)**
- **Organization subprocess participants want to quickly learn, integrate, and perform tasks that are part of their views. (Critical)**
- **Organization subprocess managers want to quickly monitor execution of tasks that are part of their views.**
- **Organization subprocess teachers, documentors, managers, implementors, and participants want to quickly improve, test, and teach their subprocesses.**
- **Organization subprocess teachers, documentors, managers, implementors, and participants want to quickly improve, test, and teach using other organization's views.**
- **Organization subprocess teachers, documentors, managers, implementors, and participants become hurt/angry when their views are not supported.**
- **Organization subprocess implementors want to quickly update, test, and teach tools that help facilitate execution of their subprocesses.**
- **Organization subprocess teachers, documentors, managers, implementors, and participants want to quickly leave when their views continue not to be supported.**

* Also, called the "Universal Subprocess".

The "Game of Telephone" Syndrome: Where People Pass-On Only Parts of the "Message"



Overview of how editable and cost-saving process documentation tools can solve problems.

Problem	Solution
Develop Internet-based tools to support the paperless documentation and management of complex distributed processes.	Editable process documentation tools can be tailored to each subprocess.
Organizations provide different views of the subprocesses.	Editable process documentation tools can be tailored to reflect different organization's views of the subprocess.
Organizations execute the eight "play development" stages.	Editable process documentation tools can be tailored to reflect the eight "play development" stages.
People in organizations provide different views of the subprocesses.	Editable process documentation tools can be tailored to communicate different people's views of the subprocess.
Organizations generate Subprocess Life-Cycle Views.	Editable process documentation tools can be tailored to reflect different Life-Cycle views of the subprocess.
The "Game of Telephone" Syndrome: Where People Pass-On Only Parts of the "Message".	Editable process documentation tools can be tailored to layer below different people's views of the subprocess.



Overview of Library of Congress Research Projects Process Library

The objective of this tool is to help Library of Congress Research Projects Managers (and Staff) to *quickly learn to build and manage Research Project*. We present our approach in five bullets.

- We focus on the documents that Library of Congress Research Projects Managers prepare. These documents appear within various subprocesses (e.g., [1](#)) and within multiple organizations (e.g., [2](#)).
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For more information on the Library of Congress Research Projects Process Library see: [paper](#), [summary](#), and [other process libraries](#).



Library of Congress Research Projects Process Library - Mozilla Firefox

File Edit View History Bookmarks Tools Help

Home Back Forward Reload Stop <http://lincoln.gsfc.nasa.gov/crs/plib/> Webster

Library of Congress Research Projects Process Library

[Overview \(Demo\)](#)

[Integrated Problems-Solutions Database](#)

[Planning Research Projects](#)

[Solicitation Development](#)

[Submission](#)

[Review and Selection](#)

[Negotiation](#)

[Project Administration](#)

[Closeout](#)

[Post-Closeout](#)

GP

Views - Mozilla Firefox

File Edit View Go Bookmarks Tools Help

file:///E:/8000-8999/loc/crs/summary/mock-ups/views.htm GSpace Go

CNN Wash Post NY Times Horoscope Scoreboards NASAFU Comcast Bandwidth File Hippo ZDNet

Google Search PageRank ABC Check AutoLink Subscribe

Views

Total 11 Entries

Classification: **Product Realization Subprocesses** (T4-00-00-00)

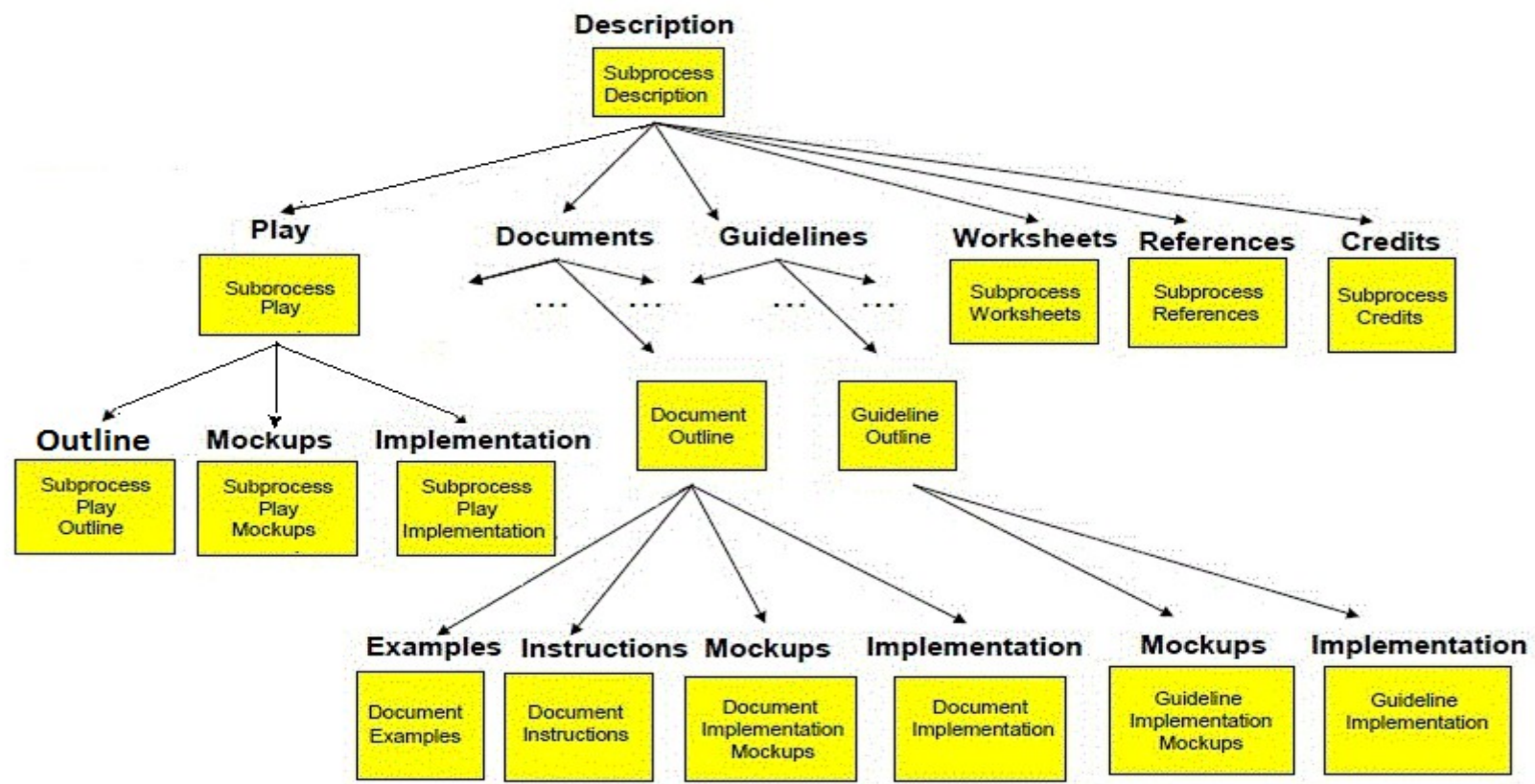
Subprocess: **Planning Research, Analysis and Information Projects** (T4-3-00-00)

[Create View](#)

View	Steps
Research Office Lee, Geoff (geoff.lee@crs.loc.gov) Fetch	Update Copy Delete
Analysis Office Bogue, Rodney (rod.bogue@crs.loc.gov) Fetch	Update Copy Delete
Information Office Kim, Walter S. (walter.s.kim@crs.loc.gov) Fetch	Update Copy Delete
Other Research Office Chern, Dr. E. James (Engmin.J.Chern@crs.loc.gov) Fetch	Update Copy Delete

Done 0.156s McAfee SiteAdvisor Adblock

Our basic approach is to wrap organization's subprocesses in a common envelope containing "communication vehicles" that facilitate intra- and inter-organization communication.



Description - Mozilla Firefox

File Edit View History Bookmarks Tools Help

Home Back Forward Reload Stop <http://ehbs.org/crs/library/Integration/PRSs/Planning/Description.html> ★ ⓘ IMDB

CNN CNN New York Times Washington Post Comcast OOWA NASAFU File Hippo cnet Cnet SI Scoreboards TV TV Guide MapQuest

Google Search + + + + + Bookmarks AutoLink AutoFill Sign in

Planning Research, Analysis, and Information Projects

Table of Contents

1. [Overview](#)
2. [Play](#)
3. [Documents](#)
4. [Guidelines](#)
5. [Others](#)

1. Overview

In this subprocess, we deal with the process of Planning. This is where Projects plan their Research, Analysis, and Information Projects.

Organization: ORG

[All-Files](#). These are all the view files.

[Benefits](#)

2. Play

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GP 5 Now: Haze, 66 °F Tue: 78 °F Wed: 79 °F Thu: 78 °F Fri: 77 °F Sat: 83 °F Sun: 81 °F

Play - Mozilla Firefox

File Edit View History Bookmarks Tools Help

file:///E:/8000-8999/loc/crs/library/Integration/PRs/Planning/Play.html

5. Planning Projects

-Design Subprocess Projects-
[Projects Designers:](#)
[Design Subprocess Projects](#)

-Review Subprocess Projects Design-
[Planning Projects Manager](#)
[Organization Manager](#)
[Overall Organizations Manager,](#)
[Project Manager](#)
[Demonstration Tools Developer](#)
[Customer](#)
[Business Manager](#)
[Projects Designers](#)
[Projects Designs Reviewers](#)
[Projects Builders](#)
[Projects Builds Reviewers](#)
[Projects Testers](#)
[Projects Tests Reviewers:](#)
[Review Subprocess Projects Design](#)

-Approve Subprocess Projects Design-
[Project Manager](#)
[Customer:](#)
[Approve Subprocess Projects Design](#)

6. Implementing Projects

-Implement Subprocess Projects-
[Projects Builders:](#)
[Implement Subprocess Projects](#)

-Review Subprocess Projects Implementation-
[Planning Projects Manager](#)

x [Navigation icons] [Weather icons] Now: 52°F [Cloud] Tue: 58°F [Cloud] Wed: 63°F [Cloud] Thu: 61°F [Sun] Fri: 62°F [Sun] Sat: 66°F [Sun] Sun: 65°F [Sun]

7. **Analysis.** This is where reports are generated.

3. Documents

In this subprocess, we have the following document types:

- [Demonstration Tools](#). These are used to represent the Demonstration Tools.
- [Research, Analysis, and Information Projects Contract](#). These are used to represent the Research, Analysis, and Information Projects Contract.
- [Process Library](#). These are used to represent the Process Library.
- [Implementation Plans](#). These are used to represent the Implementation Plans.
- [Research, Analysis, and Information Projects Designs](#). These are used to represent the Research, Analysis, and Information Projects Designs.
- [Research, Analysis, and Information Projects Designs Reviews](#). These are used to represent the Research, Analysis, and Information Projects Designs Review.
- [Research, Analysis, and Information Projects Builds](#). These are used to represent the Research, Analysis, and Information Projects Builds.
- [Research, Analysis, and Information Projects Builds Reviews](#). These are used to represent the Research, Analysis, and Information Projects Builds Reviews.
- [Research, Analysis, and Information Projects Tests](#). These are used to represent the Research, Analysis, and Information Projects Tests.
- [Research, Analysis, and Information Projects Tests Reviews](#). These are used to represent the Research, Analysis, and Information Projects Tests Reviews.

4. Guidelines

Information Projects Tests Reviews.

4. Guidelines

In this subprocess, we have the following roles:

- [Planning Research, Analysis, and Information Projects Manager](#). This is the person managing the Planning Research, Analysis, and Information Projects subprocess.
- [Project Manager](#). This is the person managing the Project.
- [Demonstration Tools Developer](#). This is the person managing the Demonstration Tools Development.
- [Customer](#). This is the customer for the Research, Analysis, and Information Projects.
- [Business Manager](#). This is the person managing the procurements for the .Development Facility
- [Research, Analysis, and Information Projects Designers](#). This is the person managing the Research, Analysis, and Information Projects designs..
- [Research, Analysis, and Information Projects Designs Reviewers](#). This is the person reviewing the Research, Analysis, and Information Projects designs..
- [Research, Analysis, and Information Projects Builders](#). This is the person building the Research, Analysis, and Information Projects..
- [Research, Analysis, and Information Projects Builds Reviewers](#). This is the person reviewing the Research, Analysis, and Information Projects.
- [Research, Analysis, and Information Projects Testers](#). This is the person testing the Research, Analysis, and Information Projects..
- [Research, Analysis, and Information Projects Tests Reviewers](#). This is the person reviewing the testing of the Research, Analysis, and Information Projects..
- [Organization Manager](#). This is the person managing the Organization.
- [Overall Organizations Manager](#). This is the person managing the overall Organizations.

GP 5 Now: Haze, 66 °F Tue: 78 °F Wed: 79 °F Thu: 78 °F Fri: 77 °F Sat: 83 °F Sun: 81 °F

Subprocess Worksheets facilitate subprocess manager communication with process developers and participants.

Worksheet - Mozilla Firefox

file:///E:/Intro/summary/mock-ups/Worksheet.htm

Subprocess Worksheet

Subprocess: Planning Research, Analysis, and Information Projects.

In this subprocess, we deal with the process of Planning. This is where Projects plan their Research, Analysis, and Information Projects.

Organization: Division C

Task	Purpose	Suggested Roles	Task Lead(s)	Estimated Completion Date	Actual Completion Date	Documents					
						Document	Instructions and Samples	Document Lead(s)	Estimated Completion Date	Actual Completion Date	Document Location(s)
Administration	The purpose of this task is to administer Project Development .	Task Lead, Subtask Lead, Subtask Member, Reviewer, Approval Official, Project Manager, Documents Manager	James Green	07/23/07	08/23/07	Document Library	Instructions and Samples	James Green	06/23/07	07/23/07	Library: NS2034
Critical Design Review (CDR)	The purpose of this task is to administer Critical Design Review (CDR)..	Task Lead, Subtask Lead, Subtask Member, Reviewer, Approval Official, Project Manager, Documents Manager	James Green	06/23/07	06/23/07	Critical Design Review (CDR)Documents	Instructions and Samples	James Green	06/23/07	07/23/07	Library: NS2034
						Draft Project Requirements Document	Instructions and Samples	James Green	06/23/07	07/23/07	Library: NS2034
						Project Plan	Instructions and Samples	James Green	06/23/07	07/23/07	Library: NS2034
Resource Analysis Office	The purpose of this task is to administer Resource	Task Lead, Subtask Lead, Subtask Member, Reviewer,	James			Resource Analysis Office (RAO) Data Dump Documents	Instructions and Samples	James Green	06/23/07	07/23/07	Library: NS2034
						Project Plan	Instructions and Samples	James Green	06/23/07	07/23/07	Library: NS2034

Now: Sunny, 75° F Tue: 87° F Wed: 85° F Thu: 85° F Fri: 85° F Sat: 87° F Sun: 84° F

References

["NASA Sets Sights on a 'Paperless' Planet"- Washington Post](#)

[\(Federal Page\)](#)

["Justice Department to Use Internet to Help Protect Officers"- USDOJ Press Release](#)

[\(Photograph\)](#)

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["Bulletproof Vests System Wins FGIPC's 1999 GOLD IOSS AWARD"- FGIPC's Press Release](#)

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["Time and Cost Savings Result From Internet Software Tool Developed For Electronic Process Management"- NASA/GSFC Press Release](#)

Credits - Mozilla Firefox

File Edit View History Bookmarks Tools Help

file:///Z:/Intro/summary/mock-ups/Credits.html

CNN New York Times Washington Post Comcast File Hippo Summaries Process Libraries

Google Search

Credits

Program Executives: Harry Johnson, Michael Battaglia, Carl Ray
Program Manager: Paul Mexcur, Robert Nelson
Technology Manager: James Kalshoven
Procurement Managers: Kathy Needham, Karen Huth
Resources Managers: Michael Talley
Infusion Managers: Pam Guzzone, Janet Jew
EHBs Manager: Barry E. Jacobs
Support Contractors: Samidha Manu, Heather Morgan, Aysen Bankeroglu, Mohammed Rahman, Michael Iams, Juanita DeButts
Secretary: Margurette Tallent
ARC Program: Warren Atai, Geoff Lee, Ryszard Pisarski
DFRC Program: Rod Bogue
GRC Program: Walter Kim, Dean Bitler, Gynelle Steele, Marie Metzger, Cindy Dreibelbis
GSFC Program: Don Friedman, James Chern
JPL Program: Pat McGuire, Wayne Shubert, Byron Jackson
JSC Program: Grady Henderson, Terry Hess, Jane Fox, Kumar Krishen, James Whittington
KSC Program: Jim Aliberiti, Charles Griffin
LaRC Program: Thayer Sheets, Fred Morell, Robert L. Yang
MSFC Program: Helen C. Stinson, Lynn Garrison
SSC Program: James Bryant

Done Now: Mostly Sunny, 69° F Tue: 82° F Wed: 76° F Thu: 85° F Fri: 92° F

Tools that can be focused on during stages- by tool.

Tools To Focus On During Stages. - Mozilla Firefox

File Edit View History Bookmarks Tools Help

ehbs.org/intro/summary/stages1.html

Google

Tools To Focus On During Stages- By Tool.

Tool	Process Developer	Process Participant
Descriptions	Learn, Integrate, Test, Teach, Work Together	Learn, Integrate Documents Using Role Guidelines/EHBs, Test, Teach, Work Together
Plays	Learn, Integrate, Test, Teach, Work Together	Learn, Integrate Documents Using Role Guidelines/EHBs, Test, Teach, Work Together
Documents	Learn, Integrate, Test, Teach, Work Together	Learn, Integrate Documents Using Role Guidelines/EHBs, Test, Teach, Work Together
Role Guidelines/EHBs	Learn, Integrate, Test, Teach, Work Together	Learn, Integrate Documents Using Role Guidelines/EHBs, Test, Teach, Work Together
Subprocess Worksheets	Learn, Integrate, Test, Teach, Work Together	Learn, Integrate Documents Using Role Guidelines/EHBs, Test, Teach, Work Together
References	Learn, Integrate, Test, Teach, Work Together	Learn, Integrate Documents Using Role Guidelines/EHBs, Test, Teach, Work Together
Credits	Learn, Integrate, Test, Teach, Work Together	Learn, Integrate Documents Using Role Guidelines/EHBs, Test, Teach, Work Together

Tools that can be focused on during stages- by stage.

Tools To Focus On During Stages. - Mozilla Firefox

File Edit View History Bookmarks Tools Help

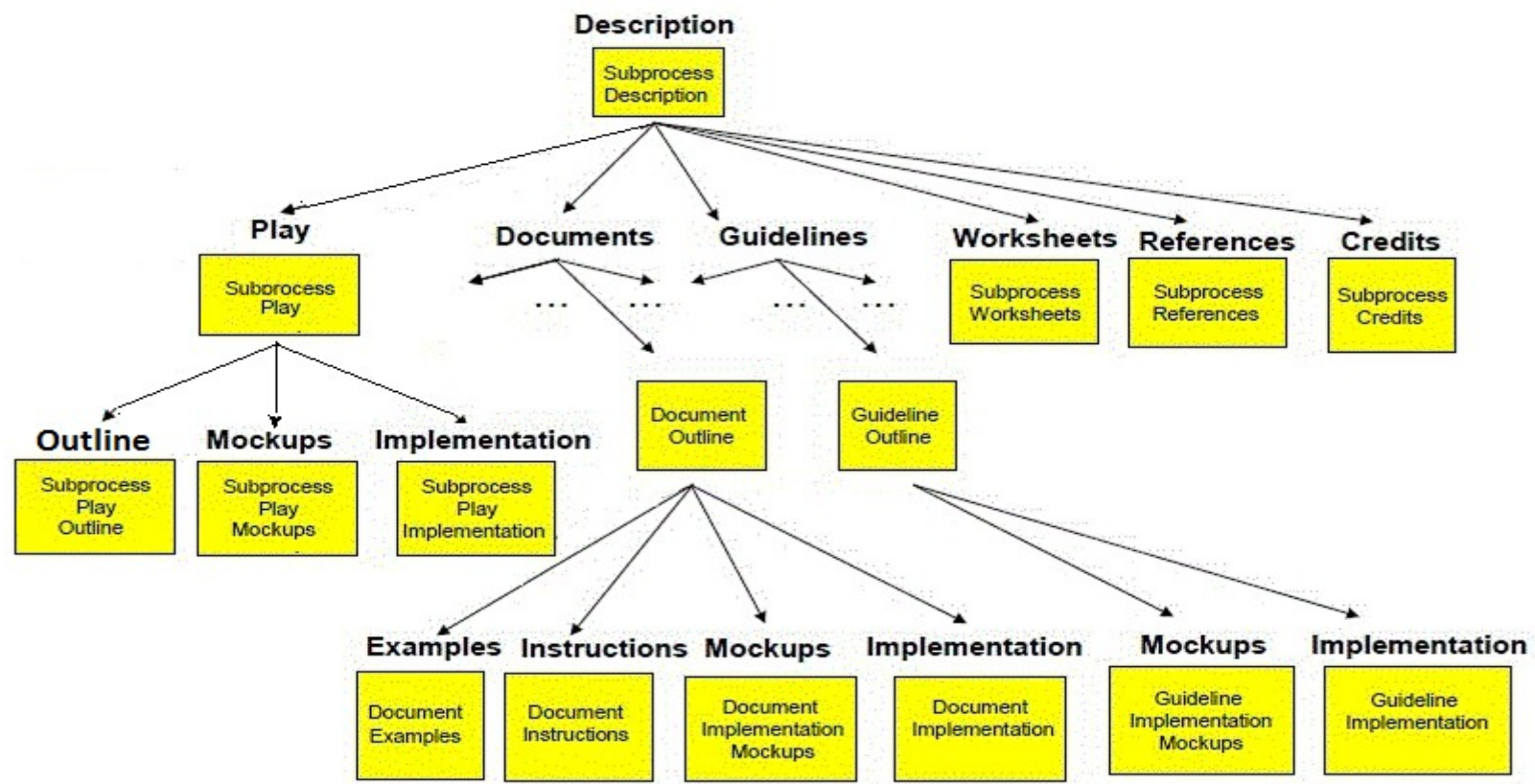
ehbs.org/intro/summary/stages2.html

Google

Tools To Focus On During Stages- By Stage.

Stage	Process Developer	Process Participant
Learn	Descriptions, Plays, Documents, Role Guidelines/EHBs, Subprocess Worksheets, References, and Credits.	Descriptions, Plays, Documents, Role Guidelines/EHBs, Subprocess Worksheets, References, and Credits.
Integrate	Descriptions, Plays, Documents, Role Guidelines/EHBs, Subprocess Worksheets, References, and Credits.	Documents Using Role Guidelines/EHBs.
Test	Descriptions, Plays, Documents, Role Guidelines/EHBs, Subprocess Worksheets, References, and Credits.	Descriptions, Plays, Documents, Role Guidelines/EHBs, Subprocess Worksheets, References, and Credits.
Teach	Descriptions, Plays, Documents, Role Guidelines/EHBs, Subprocess Worksheets, References, and Credits.	Descriptions, Plays, Documents, Role Guidelines/EHBs, Subprocess Worksheets, References, and Credits.
Work Together	Descriptions, Plays, Documents, Role Guidelines/EHBs, Subprocess Worksheets, References, and Credits.	Descriptions, Plays, Documents, Role Guidelines/EHBs, Subprocess Worksheets, References, and Credits.

Our basic approach is to wrap organization's subprocesses in a common envelope containing "communication vehicles" that facilitate intra- and inter-organization communication.





Process Libraries (PLs) and Electronic Handbooks (EHBs) are where Shakespeare meets Freud



- **In Process Libraries (PLs), subprocesses are represented as "plays" where "actors" communicate thru the Internet. Each organization puts on its own "productions". For each role, Electronic Handbooks (EHBs) (also called Guidelines) guide "actors" thru their parts. Managers are "directors" using Worksheets as learning/management tools. Documentors serve as "playwrights". [Shakespearean]**
- **Organizations are represented as "families" having "multiple personalities". Subprocess "plays" and its "components" provide communication vehicles between members of the same family, different families, and families from different subprocesses. Documentors also serve as "family therapists". [Freudian]**

The approach uses a modernization of the Socratic Method or Dialogue to gain consensus between Teachers, Documentors, Managers, Implementors, and Participants



Some EHBs Projects - Mozilla Firefox

File Edit View Go Bookmarks Tools Help

file:///z:/Intro/summary/mock-ups/Some%20EHBs%20Proje Go

CNN Washington Post New York Times MapQuest: Home Comcast Scoreboards Horoscope Bandwidth Test >>

Some Applications

- [DOI's Screen Available and Exchange-Sales \(SAVES\)- Property](#)
- [DOJ's Bulletproof Vests Partnership Program \(BVP\)- Grants](#)
- [DOJ's Local Law Enforcement Block Grants \(LLEBG\) - Grants](#)
- [DOJ's Office of Justice Program IT Initiatives \(OJP IT\) - Grants](#)
- [DOJ's Southwest Border Patrol Initiative \(SWBPI\) - Grants](#)
- [Federal Emergency Management Administration \(FEMA\) - Grants](#)
- [FEMA's US Fire Administration \(USFA\)- Grants](#)
- [HHS's Health Services Resources Administration \(HRSA\) - Grants](#)
- [NASA's Earth Sciences Technology Office \(ESTO\)- Contracts](#)
- [NASA's Educational Program Data Collection and Evaluation Program \(EDCATs\) - Program Evaluations](#)
- [NASA's Small Business Innovation Research \(SBIR\)- Contracts](#)
- [USDA's Emergency Response Information System \(ERIS\) - Grants](#)
- [USDA's Integrated Item Tracking System-Reagents Ordering-Shipping System \(IITS-ROSS\) - Grants](#)
- [USDA's Karnal Bundt Information System \(KBIS\) - Grants](#)

Done

Subprocess Life-Cycle Views that are supported.

- **Organization subprocess teachers want to quickly learn, integrate, test, and teach their own views of their subprocesses. (Critical)** Organization subprocess teachers copy relevant organization subprocess Plays/Documents/Guidelines/Worksheets in the Process Library and then learn, integrate, test, and teach their new organization subprocess Plays/Documents/Guidelines/Worksheets.
- **Organization subprocess documentors want to quickly learn, integrate, test, and teach their own views of their subprocesses. (Critical)** Organization subprocess documentors copy relevant organization subprocess Plays/Documents/Guidelines/Worksheets in the Process Library and then learn, integrate, test, and teach their new organization subprocess Plays/Documents/Guidelines/Worksheets.
- **Organization subprocess managers want to quickly learn, integrate, test, and teach their own views of their subprocesses. (Critical)** Organization subprocess managers copy relevant organization subprocess Plays/Documents/Guidelines/Worksheets in the Process Library and then learn, integrate, test, and teach their new organization subprocess Plays/Documents/Guidelines/Worksheets.
- **Organization subprocess implementors want to quickly learn, integrate, test, and teach their own views of their subprocesses. (Critical)** Organization subprocess implementors copy relevant organization subprocess Plays/Documents/Guidelines/Worksheets in the Process Library and then learn, integrate, test, and teach their new organization subprocess Plays/Documents/Guidelines/Worksheets.
- **Organization subprocess participants want to quickly learn, integrate, and perform tasks that are part of their views. (Critical)** Organization subprocess participants study the steps of their organization subprocess view Guidelines.
- **Organization subprocess managers want to quickly monitor execution of tasks that are part of their views.** Organization subprocess managers monitor the execution of tasks using their organization subprocess Plays/Documents/Guidelines/Worksheets.
- **Organization subprocess teachers, documentors, managers, implementors, and participants want to quickly update, test and teach their subprocesses.** Organization subprocess teachers, documentors, managers, implementors, and participants update, test, and teach their organization subprocess Plays/Documents/Guidelines/Worksheets.
- **Organization subprocess teachers, documentors, managers, implementors, and participants want to quickly update, test, and teach using other organization's views.** Organization subprocess teachers, documentors, managers, implementors, and participants update, test, and teach using other relevant organization subprocess Plays/Documents/Guidelines/Worksheets in the Process Library.
- **Organization subprocess teachers, documentors, managers, implementors, and participants become hurt/angry when their views are not supported.** Organization subprocess teachers, documentors, managers, implementors, and participants update, test, and teach their organization subprocess Plays/Documents/Guidelines/Worksheets.
- **Organization subprocess implementors want to quickly update, test and teach tools that help facilitate execution of their subprocesses.** Organization subprocess implementors update, test, and teach tools using requirements from Plays/Documents/Guidelines/Worksheets in the Process Library.
- **Organization subprocess teachers, documentors, managers, implementors, and participants want to quickly leave when their views continue not to be supported.** Organization subprocess teachers, documentors, managers, implementors, and participants archive their organization subprocess Plays/Documents/Guidelines/Worksheets.
- **The Key Human Factor Issue: Communication Within and Across Organizations.** Organization subprocess Plays/Documents/Guidelines/Worksheets in Process Libraries facilitate intra- and inter- organization communication.

Basic People Principles that are supported - Mozilla Firefox

File Edit View History Bookmarks Tools Help

Home Back Forward Reload Stop <http://ehbs.org/intro/summary/Basic Principles.htm> IMDB

Basic People Principles that are supported.

- **Subprocesses determine tools.** The approach supports people doing their jobs as they see it. Forcing additional tools on people only adds more burdens to their jobs and they will likely ignore them. Additional requirements should be integrated into existing subprocesses.
- **Everyone's subprocesses should be supported as best as possible.** The approach supports people seeing their jobs differently. This is often a good thing for subprocess improvement.
- **Tools are role-based so that data is collected during subprocess execution.** As people partake in the subprocesses, the approach supports data entry in the system. If data collection is done after the fact, the quality of the data generally suffers.
- **Tools are people-based so that users require minimal training.** The approach helps people to determine which steps to use. For each of the substeps (i.e., forms and documents), the approach should have clear templates, instructions, and samples.
- **Tools are web-based so that users can easily partake.** The web-based approach supports the reduced need to install special software on user's computers. This is especially important in the case where the number of participants is large.
- **Everyone helps build the tools.** The approach supports joint ownership in the subprocesses and the underlying systems which is crucial for overall acceptance.

SF 5 Now: Cloudy, 32 °F Tue: 38 °F Wed: 43 °F Thu: 47 °F Fri: 52 °F Sat: 44 °F

Subprocess/Play Developments that are supported - Mozilla Firefox

File Edit View History Bookmarks Tools Help

Home Back Forward Reload Stop <http://ehbs.org/intro/summary/play-development.htm> IMDB

Subprocess/Play Developments that are supported.

- **Presentation & Paper/Marketing.** The approach supports presentation & paper/marketing using the contents of Descriptions, Plays, Documents, Guidelines, Worksheets, Contacts, References, and Credits.
- **Worksheet/Outlining.** The approach supports worksheet/outlining using the drafting of Descriptions, Plays, Documents, Guidelines, Worksheets, Contacts, References, and Credits.
- **Temporal Flow/Playwriting.** The approach supports temporal flow/playwriting using the drafting of Descriptions, Plays, Documents, Guidelines, Worksheets, Contacts, References, and Credits.
- **Examples/Rehearsal.** The approach supports examples/rehearsals using the mockups of Descriptions, Plays, Documents, Guidelines, Worksheets, Contacts, References, and Credits.
- **Implementation/Staging.** The approach supports implementation/staging using the building of Descriptions, Plays, Documents, Guidelines, Worksheets, Contacts, References, and Credits.
- **Utilization/Performance.** The approach supports users utilization/performance using execution of Descriptions, Plays, Documents, Guidelines, Worksheets, Contacts, References, and Credits.
- **Revision/New Production.** The approach supports revision/new production using updates of the Descriptions, Plays, Documents, Guidelines, Worksheets, Contacts, References, and Credits.
- **Closeout/End Production.** The approach supports closeout/ end performance using storage of the Descriptions, Plays, Documents, Guidelines, Worksheets, Contacts, References, and Credits.

SF 5 Now: Cloudy, 32 °F Tue: 38 °F Wed: 43 °F Thu: 47 °F Fri: 52 °F Sat: 44 °F

Process Library Operations that are supported - Mozilla Firefox

File Edit View History Bookmarks Tools Help

Home Back Forward Reload Stop <http://ehbs.org/intro/summary/operations.htm> IMDB

Process Library Operations that are supported.

- **Organization Subprocess Formulation.** The approach supports the introduction of new organizations and their subprocesses into the library.
- **Organization Subprocess Implementation.** The approach supports implementation of common tools for organizations in the library.
- **Organization Subprocess Customer Support.** The approach supports user requests for the library.
- **Organization Subprocess Evaluation.** The approach supports organization subprocess evaluations.
- **Organization Subprocess Update.** The approach supports the updating of organizations and their subprocesses in the library.
- **Organization Subprocess Closeout.** The approach supports the closeouts of organizations and their subprocesses from the library.

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Home



Back



Forward



Reload



Print



Stop



file:///E:/8000-8999/loc/crs/plib/overview.html



IMDB

Overview of Library of Congress Research Projects Process Library

The objective of this tool is to help Library of Congress Research Projects Managers (and Staff) to quickly learn to build and manage Research Project. We present our approach in five bullets.

- **We focus on the documents that Library of Congress Research Projects Managers prepare. These documents appear within various subprocesses (e.g., [1](#)) and within multiple organizations (e.g., [2](#)).**
- **For each subprocess, we create a directory of documents for that subprocess. (e.g., [1](#), [2](#))**
- **For each document type, we create files to help prepare the document. These files include document overview, organization, related links, structure, references, organization samples, organization contacts, and *sample documents from other organizations*. (e.g., [1](#), [2](#))**
- **Sample documents have three levels of access: a) Unconditionally Distributable (e.g., [1](#), [2](#)), b) Maintained In Organization Libraries (e.g., [1](#), [2](#)), and c) Proprietary (e.g., [1](#), [2](#)).**
- **Each organization gets worksheets for its own use. These worksheets also help add to the database as Managers go thru the subprocesses. (e.g., [1](#), [2](#))**

For more information on the Library of Congress Research Projects Process Library see: [paper](#), [summary](#), and [other process libraries](#).



Now: Mostly Cloudy, 55° F



Thu: 66° F



Fri: 68° F



Sat: 76° F



Sun: 79° F



Mon: 79° F



Tue: 76° F



Document - Mozilla Firefox

File Edit View History Bookmarks Tools Help

Home Back Forward Reload Stop <http://ehbs.org/crs/library/Integration/PRs/Planning/Documents/Design> Webster

CNN New York Times Washington Post Comcast OOWA NASAFCU File Hippo Cnet Scoreboards TV Guide

Google Search Bookmarks AutoLink Sign in

Planning Research, Analysis, and Information Projects

Research, Analysis, and Information Projects Designs

Document

Overview

The purpose of Research, Analysis, and Information Projects Designs is to provide Research, Analysis, and Information Projects Designs documents for the Planning Research, Analysis, and Information Projects subprocess.

Organization: ORG

Document

[Template \(doc\)](#)
[Example\(s\) \(html\)](#)
[Instructions \(html\)](#)

Implementation:

[Mockup \(html\)](#)
[Implementation \(html\)](#)

GP [Icons] 5 Now: Cloudy, 64 °F Sat: 76 °F Sun: 83 °F Mon: 84 °F Tue: 83 °F Wed: 76 °F Thu: 7

Document - Mozilla Firefox

File Edit View History Bookmarks Tools Help

Home Back Forward Reload Stop <http://ehbs.org/crs/library/Integration/PRs/Planning/Documents/Design> Webster

CNN CNN New York Times Washington Post Comcast OOWA NASAFCU File Hippo Cnet Scoreboards TV Guide

Google Search Bookmarks AutoLink Sign in

Designs documents for the Planning Research, Analysis, and Information Projects subprocess.

Organization: ORG

Document

[Template \(doc\)](#)
[Example\(s\) \(html\)](#)
[Instructions \(html\)](#)

Implementation:

[Mockup \(html\)](#)
[Implementation \(html\)](#)

Contacts:

[Name- Phone-Email \(mailto-hyperlink\)](#)

References:

[Title- Author- Library \(html\)](#)

GP 5 Now: Cloudy, 64 °F Sat: 76 °F Sun: 83 °F Mon: 84 °F Tue: 83 °F Wed: 76 °F Thu: 7

Fetch Integration - Mozilla Firefox

File Edit View Go Bookmarks Tools Help

file:///E:/8000-8999/loc/crs/summary/mock-ups/Integrations.htm GSpace Go

CNN Wash Post NY Times Horoscope Scoreboards NASAFCU Comcast Bandwidth File Hippo ZDNet

Fetch Integration

Read Integration	
Classification	Product Realization Subprocesses
Subprocess	Planning Research, Analysis, and Information Projects
Type	Guidelines
Title	Subprocess Manager
Id	T4-4-3-00
Integration Url	Fetch
Ordinal	33
Date Created	03-MAY-2005
Date Updated	18-MAY-2005

Samples From Views	
Research Office Fetch - (Size: 10 KB)	Date Created: 23-Jun-2005 Date Updated: 23-Jun-2005
Analysis Office Fetch - (Size: 10 KB)	Date Created: 23-Jun-2005 Date Updated: 23-Jun-2005
Information Office Fetch - (Size: 10 KB)	Date Created: 23-Jun-2005 Date Updated: 23-Jun-2005
Other Research Office Fetch - (Size: 10 KB)	Date Created: 23-Jun-2005 Date Updated: 23-Jun-2005

[Go to Process Libraries page.](#)

Report Generated on: 06/07/2005 10:38:10

Done 0.500s McAfee SiteAdvisor Adblock



Overview of Library of Congress Research Projects Process Library

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- **For each document type, we create files to help prepare the document. These files include document overview, organization, related links, structure, references, organization samples, organization contacts, and *sample documents from other organizations*. (e.g., [1](#), [2](#))**
- **Sample documents have three levels of access: a) Unconditionally Distributable (e.g., [1](#), [2](#)), b) Maintained In Organization Libraries (e.g., [1](#), [2](#)), and c) Proprietary (e.g., [1](#), [2](#)).**
- **Each organization gets worksheets for its own use. These worksheets also help add to the database as Managers go thru the subprocesses. (e.g., [1](#), [2](#))**

For more information on the Library of Congress Research Projects Process Library see: [paper](#), [summary](#), and [other process libraries](#).



Document Access in Process Libraries. - Mozilla Firefox

File Edit View History Bookmarks Tools Help

http://ehbs.org/intro/summary/documents.htm

Wikipedia (English)

CNN New York Times Washington Post Comcast NOMAD File Hippo Summaries Process Libraries NASAFCU Cnet

Google Search Search YouTube

EHBs Home Page Document Access in Process Libr...

Documents in Process Libraries have three levels of access.

- **Unconditionally Distributable Documents.** Here the document's hyperlink will point directly to the organization's document.
- **Documents (On-Line/Off-Line) Maintained In Organization Libraries.** Here the document's hyperlink will point into the organization's library maintaining the document.
- **Proprietary Documents.** Here the document's hyperlink will point to the organization's person/persons responsible for the document from whom permission must be obtained.

Done

Now: Snow, 32° F Thu: 38° F Fri: 37° F Sat: 44° F Sun: 44° F Mon: 49° F

**Library of Congress
Congressional Research Service (CRS) Research, Analysis, and Information
Projects
Management Using Process Libraries and Electronic Handbooks
(Where Shakespeare Meets Freud)**

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barry.e.jacobs@nasa.gov

0. Introduction

In this paper, we deal with the important problem of managing complex distributed processes involving potentially thousands of participants. An example of such a process is the management of Library of Congress Congressional Research Service (CRS) Research, Analysis, and Information Projects is a key ingredient of the Library of Congress Congressional Research Service (CRS). Managing complex distributed processes is difficult due to the complexity of the subprocesses, the diversity of views of different organizations, and the diversity of views of managers and participants taking part in the subprocesses.

An outline of the paper is as follows:

In Section 1, we examine common problems that arise in the management of complex distributed processes. In Section 2, we provide an overview of tools that are solutions to these problems. In Section 3, we provide examples of these tools. In Section 4, we outline some complex distributed processes in the Federal Government that are applications of the methodology.

1. Problems

We discuss here some of the problems that are intrinsic to the management of complex distributed processes.

First, complex distributed processes tend to have lots of related subprocesses. For example, Figure 1 shows some of the subprocesses of Library of Congress Congressional Research Service (CRS) Research, Analysis, and Information Projects. Notice that we organize the subprocesses into five categories: Product Realization, Product Distribution, Support, Improvement, and Common.

Second, for each subprocess, we tend to have multiple organizations, each having their own view of the subprocesses. For example, Figure 2 shows some of the organizations participating in the Library of Congress Congressional Research Service (CRS) Research, Analysis, and Information Projects Management. In addition, there are also organizations that distribute the products that come out of the subprocesses as well as organizations that support and improve the subprocesses.

smap - Mozilla Firefox

File Edit View History Bookmarks Tools Help

Home Back Forward Reload Print Stop <http://smap.jpl.nasa.gov/index.cfm?fuseaction=ShowLogin&CFID=6011655&CF...> IMDB

Login Page

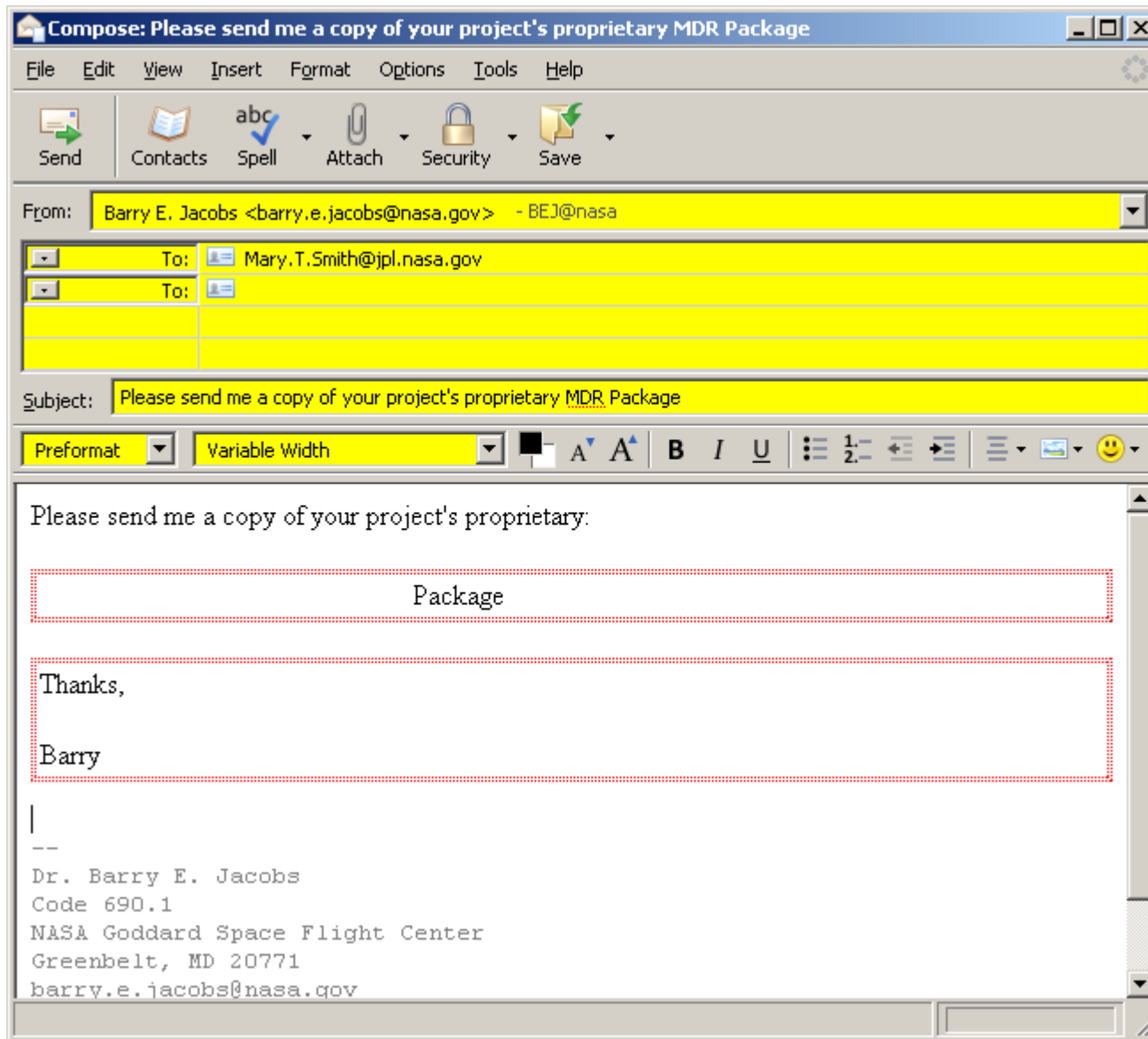
Please login with your User Name and Password below.

User Name:

Password:

Login

Now: Cloudy, 69° F Thu: 70° F Fri: 79° F Sat: 86° F





Overview of Library of Congress Research Projects Process Library

The objective of this tool is to help Library of Congress Research Projects Managers (and Staff) to *quickly learn to build and manage Research Project*. We present our approach in five bullets.

- We focus on the documents that Library of Congress Research Projects Managers prepare. These documents appear within various subprocesses (e.g., [1](#)) and within multiple organizations (e.g., [2](#)).
 - For each subprocess, we create a directory of documents for that subprocess. (e.g., [1](#), [2](#))
 - For each document type, we create files to help prepare the document. These files include document overview, organization, related links, structure, references, organization samples, organization contacts, and *sample documents from other organizations*. (e.g., [1](#), [2](#))
 - Sample documents have three levels of access: a) Unconditionally Distributable (e.g., [1](#), [2](#)), b) Maintained In Organization Libraries (e.g., [1](#), [2](#)), and c) Proprietary (e.g., [1](#), [2](#)).
- Each organization gets worksheets for its own use. These worksheets also help add to the database as Managers go thru the subprocesses. (e.g., [1](#), [2](#))

For more information on the Library of Congress Research Projects Process Library see: [paper](#), [summary](#), and [other process libraries](#).



Subprocess Worksheet

Subprocess: Planning Research, Analysis, and Information Projects.

In this subprocess, we deal with the process of Planning. This is where Projects plan their Research, Analysis, and Information Projects.

Organization: Division C

Task	Purpose	Suggested Roles	Task Lead(s)	Estimated Completion Date	Actual Completion Date	Documents					
						Document	Instructions and Samples	Document Lead(s)	Estimated Completion Date	Actual Completion Date	Document Location(s)
Administration	The purpose of this task is to administer Project Development .	Task Lead, Subtask Lead, Subtask Member, Reviewer, Approval Official, Project Manager, Documents Manager	James Green	07/23/07	08/23/07	Document Library	Instructions and Samples	James Green	06/23/07	07/23/07	Library: NS2034
Critical Design Review (CDR)	The purpose of this task is to administer Critical Design Review (CDR)..	Task Lead, Subtask Lead, Subtask Member, Reviewer, Approval Official, Project Manager, Documents Manager	James Green	06/23/07	06/23/07	Critical Design Review (CDR)Documents	Instructions and Samples	James Green	06/23/07	07/23/07	Library: NS2034
						Draft Project Requirements Document	Instructions and Samples	James Green	06/23/07	07/23/07	Library: NS2034
						Project Plan	Instructions and Samples	James Green	06/23/07	07/23/07	Library: NS2034
Resource Analysis Office	The purpose of this task is to administer Resource	Task Lead, Subtask Lead, Subtask Member, Reviewer,	James			Resource Analysis Office (RAO) Data Dump Documents	Instructions and Samples	James Green	06/23/07	07/23/07	Library: NS2034
						Project Plan	Instructions and Samples	James Green	06/23/07	07/23/07	Library: NS2034



Overview of Library of Congress Research Projects Process Library

The objective of this tool is to help Library of Congress Research Projects Managers (and Staff) to quickly learn to build and manage Research Project. We present our approach in five bullets.

- **We focus on the documents that Library of Congress Research Projects Managers prepare. These documents appear within various subprocesses (e.g., [1](#)) and within multiple organizations (e.g., [2](#)).**
- **For each subprocess, we create a directory of documents for that subprocess. (e.g., [1](#), [2](#))**
- **For each document type, we create files to help prepare the document. These files include document overview, organization, related links, structure, references, organization samples, organization contacts, and *sample documents from other organizations*. (e.g., [1](#), [2](#))**
- **Sample documents have three levels of access: a) Unconditionally Distributable (e.g., [1](#), [2](#)), b) Maintained In Organization Libraries (e.g., [1](#), [2](#)), and c) Proprietary (e.g., [1](#), [2](#)).**
- **Each organization gets worksheets for its own use. These worksheets also help add to the database as Managers go thru the subprocesses. (e.g., [1](#), [2](#))**

For more information on the Library of Congress Research Projects Process Library see: [paper](#), [summary](#), and [other process libraries](#).



**Library of Congress
Congressional Research Service (CRS) Research, Analysis, and Information
Projects
Management Using Process Libraries and Electronic Handbooks
(Where Shakespeare Meets Freud)**

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0. Introduction

In this paper, we deal with the important problem of managing complex distributed processes involving potentially thousands of participants. An example of such a process is the management of Library of Congress Congressional Research Service (CRS) Research, Analysis, and Information Projects is a key ingredient of the Library of Congress Congressional Research Service (CRS). Managing complex distributed processes is difficult due to the complexity of the subprocesses, the diversity of views of different organizations, and the diversity of views of managers and participants taking part in the subprocesses.

An outline of the paper is as follows:

In Section 1, we examine common problems that arise in the management of complex distributed processes. In Section 2, we provide an overview of tools that are solutions to these problems. In Section 3, we provide examples of these tools. In Section 4, we outline some complex distributed processes in the Federal Government that are applications of the methodology.

1. Problems

We discuss here some of the problems that are intrinsic to the management of complex distributed processes.

First, complex distributed processes tend to have lots of related subprocesses. For example, Figure 1 shows some of the subprocesses of Library of Congress Congressional Research Service (CRS) Research, Analysis, and Information Projects. Notice that we organize the subprocesses into five categories: Product Realization, Product Distribution, Support, Improvement, and Common.

Second, for each subprocess, we tend to have multiple organizations, each having their own view of the subprocesses. For example, Figure 2 shows some of the organizations participating in the Library of Congress Congressional Research Service (CRS) Research, Analysis, and Information Projects Management. In addition, there are also organizations that distribute the products that come out of the subprocesses as well as organizations that support and improve the subprocesses.

Library of Congress Congressional Research Service (CRS) Research, Analysis, and Information Projects Management Using Process Libraries and Electronic Handbooks

(Where Shakespeare Meets Freud)

Summary

(Click Here for: [PDF](#), [PPT](#))

[\(Quick Summary\)](#)

[\(Paper\)](#)

[\(Demonstration\)](#)

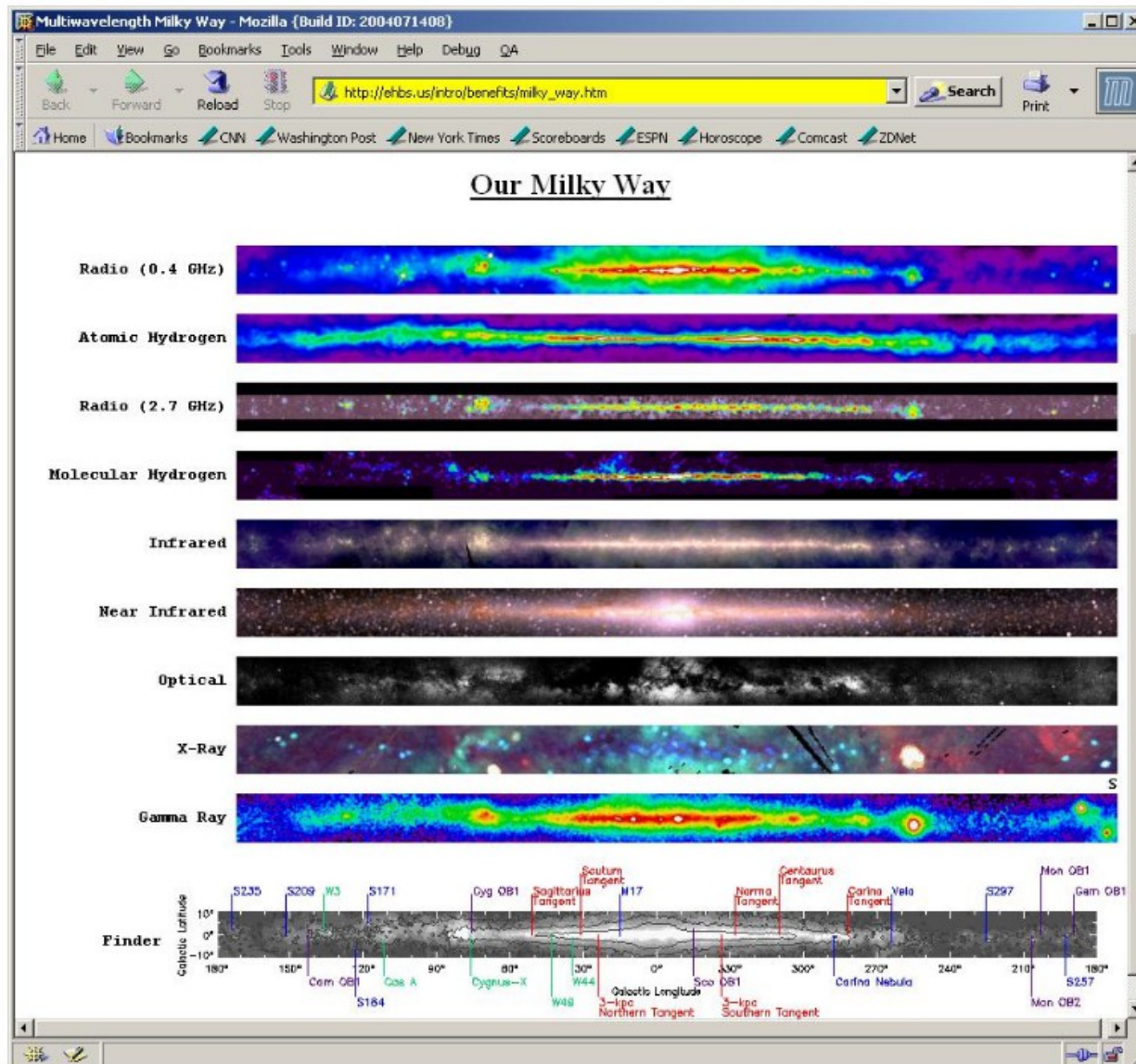
[\(Subprocesses and Their Documentations\)](#)

[\(Demonstration Tool\)](#)

[\(Home Page\)](#)

- [Cover](#)
- [The Bottom Line: Provide editable and cost-saving process documentation tools for process developers and participants to help them quickly and effectively learn, adapt, test, teach, and work together. These tools may be added to new or existing systems.](#)
- [Objective: Develop Internet-based tools to support the paperless documentation and management of complex distributed processes.](#)
- [Plays describe subprocess execution.](#)
- [Our basic approach is to wrap organization's subprocesses in a common envelope containing "communication vehicles" that facilitate learning plus intra-organization communication.](#)
- [Outline of Presentation.](#)
- [Objective: Develop Internet-based tools to support the paperless documentation and management of complex distributed processes.](#)
- [Plays describe subprocess execution.](#)
- [Organizations provide different views of the subprocesses, some of which may be proprietary.](#)

We believe that to truly understand one's universe, one must see it thru multiple "eyes" and also have tools to "communicate" these views.



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All the world's a stage ...

Jaques:
**All the world's a stage,
And all the men and women merely players;
They have their exits and their entrances,
And one man in his time plays many parts,
His acts being seven ages.**

William Shakespeare
As You Like It, Act 2, Scene 7.
[\(Full Quote\)](#)

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Some Effects of Separation

**"Men hate each other because they fear each other;
They fear each other because they don't know each other;
They don't know each other because they can't communicate with each other;
They can't communicate with each other because they are separated from
each other. "**

**Dr. Martin Luther King Jr.
September 3, 1957**

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Theatre of Dionysus- Athens, Greece





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Complex Process Management Using PLs and EHBs [Where Shakespeare Meets Freud]



Complex Process Management Using Process Libraries and Electronic Handbooks

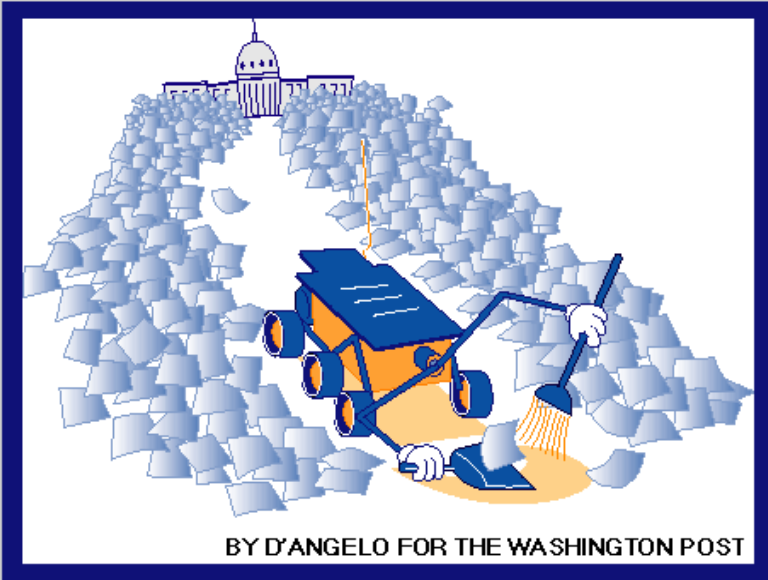
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[\[Mini-Bio\]](#)

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