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Appendix A: Goals for Documentation

Content

Goal - Establish content architecture

Task - (how) Decide which characteristics of structure are best suitable for each method of delivery

- insert characteristics of structure from flip chart

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) .
Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Identify ways to browse, find, and navigate content

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) .
Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Create a way to transition existing content to new structure

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) .
Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Create a way within Drupal software for there be to task based help

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) .
Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Explore ways to integrate off-site documentation

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Goal - Establish multi-audience content perspective and relevancy

Task - (who) Conduct audience analysis to define audiences and preferred entry points

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		

Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - (what) Define the tasks the audiences want to accomplish

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) .
 Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Create audience/role and task matrix to identify task

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) .
 Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Decide which portals are needed (audience based, task based, ?)

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Identify how to reconcile the single-sourced documentation with multi-audience/task relevancy

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Define what delivery we could do (excluding API) works best for each audience

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

- Sequenced instructions
- Development structures of code
- Requirements for patch implementation

Task - Explore how to expand from just role based documentation versus task based documentation

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Explore how to allow users to create their own doc portals using existing materials

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Goal - Maximize opportunities for single-sourced content

Task - Create a process for exposing single-sourced content to contributors

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Identify the criteria that define small discrete blurbs as reusable single-sourced content

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Create a process for identifying and reusing small discrete content blurbs

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Create a way to enforce single-sourced requirements

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Identify where single-sourced content is shown in the documents

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Goal - Improve project, issue, documentation integration

This goal will be re-evaluated after the goals above have been addressed.

Technology

Goal - (Interact) Provide a consistent set of documentation tools for contributors

Task - Identify the tools we need

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

- Establish a way for end-users to report bugs in all docs
- Create a tool to enables actors to view task related to their role
- Create notification function
- Integrate documentation with project pages (human and scraped) (tab)
- Provide AI search tracking/learning
- Bulk edit tool
- Taxonomy management to enable mass taxonomy
- Mashup tool for documentation and reusable content
- Improve the interface for flagging content status
- Improve the tools the doc team uses for task management (issue queue)

- Improve a content feedback tool versus comment tool (see showmedo)
- Tool to annotate documentation (versus feedback)

Task - Create a consistent experience for documentation

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

- Universal logins across documentation sites
- Create unified entry points for different roles
- Use universal edit buttons

Goal - (Consume) Improve entry points for different audiences

Dependent on Content: Establish content architecture

Task - Create a global taxonomy, folksonomy, topics to allow multiple access points per node

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

- Tools that connect nodes with nodes without menu dependency

Task - (Find) Create a global search function that enables users to filter

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

- Integrate XXX.drupal.org content

Goal - (Deploy) Establish methods for deploying documentation tools

Task - Improve the doc process to submit requirements to the infra team

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
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Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Create a project management model for identifying the priority and difficulty of doc tool tasks

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Explore if it makes sense to host docs on a separate Drupal site

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		

Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Goal - Create tools and workflows for internationalization

This goal will be re-evaluated after the goals above have been addressed.

Goal - Ensure web accessibility

This goal will be re-evaluated after the goals above have been addressed.

Process

Goal - Set up process that makes documents sustainable and maintainable

Task - Explore if there should be an official set of Drupal docs versus community docs (be it with promotion or other)

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) .
 Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Define sustainable and maintainable

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) .
Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Create decision criteria for implementing a formal Drupal process to ensure limited bureaucracy

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) .
Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Create a process for distinguishing between versions

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) .
Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

- visually
- structurally

Task - Develop a upgrade documentation strategy/process for going between versions

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) .
Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Improve the process of flagging content with a status

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) .
Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Establish archival criteria and process for content and comments

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) .
Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

- what gets deleted? what does deleted mean?

Notable sub-tasks

Task - Address the link rot issue

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Goal - Establish review process to ensure doc submittals meet requirements

Task - Define requirements and standards for documentation (styleguide)

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Implement a process for accountability for addressing feedback

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

- Define enforcement of standards - what happens if someone doesn't

Task - Explore ways to establish an organic way to review contributions and make helpful comments (e.g., mark as reviewed, helpful poll)

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Goal - Define processes that ensures usage of the tools

Task - Create a way to collect feedback on how useful a tool is

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) .
Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Make the documentation for the tool readily available

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) .
Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Task - Create a method for consistently accessing context sensitive tools

Requirements can be non-technical and technical (e.g., data, policies, rules, people, etc) . Source suggests where/how the requirement can be satisfied (e.g., output from another task, an outreach effort, data tables, a document, etc)

	Requirements	Source
Input		
Mechanisms		
Constraints		
Output		

Description/Scenario

Notable sub-tasks

Goal - Define the scope of international i18N

This goal will be re-evaluated after the goals above have been addressed.

Goal - Establish style and content accuracy requirements

This goal will be re-evaluated after the goals above have been addressed.