

I. Introduction: Background & Purpose

- Who are we? Researcher and interviewee presentation
- Brief intro to research study: RET alignment¹ & Gap Finder
- Purpose of this meeting:
 - Understand how the project works with reqs and testing: roles and artefacts
 - Discuss and agree on collaboration for research study incl pointers to contacts, need for access etc
- Practicalities: audio recording, confidentiality, timing

II. The Development Process: RE and Testing Aspects

Aim: Gather the information or identify from whom to gather it.

People: Roles and Interactions

- 1) Requirements Engineering (RE) (reqs == any information related to functionality or quality levels the final product is expected to meet)
 - a) Please describe who and how requirements are defined and detailed?
 - b) How and when are testing roles involved in RE?
 - c) How frequent is the interaction between the roles involved in RE? Does the interaction frequency vary over project phases?
 - d) How many individuals fill the different RE-related roles?
- 2) Testing
 - a) Please, describe how testing roles and activities are involved in requirements definition/detailing and reviewing.
 - b) How frequent is the interaction between RE and testing roles? Does the interaction frequency vary over project phases?
 - c) What types of testing is performed? When (project phase), by whom and based on what information?
 - d) How many individuals fill the different Test-related roles?
- 3) Concerning the different teams, e.g. Scrum and Test teams.. How large are they? Which roles do they consist of? How do they relate to RET?
- 4) Please, describe the line- and project- organisation structure incl the roles we have discussed, i.e. analysts, testers, scrum master, business etc etc.

Artefacts: Documents and Information Entities

- 5) What information entities (documents, artefacts) are used for requirements?
 - a) What is its purpose and content?
 - b) Who creates and manages it, and based on what? When during the project phases?
 - c) Who uses the information and for what? When is it used during the project phases?
 - d) In which format and system etc is the information captured?
- 6) What information entities (documents, artefacts) are used for testing?
 - a) What is its purpose and content?
 - b) Who creates and manages it? When during the project phases?
 - c) Based on what information is the entity created and maintained?
 - d) By whom and when is the entity used?

¹ RET is used to denote the general area of aligning and coordinating RE and Testing activities, artefacts and roles.

- e) In which format and system etc is the information entity (test cases, test results etc) captured? Manual or automatic?
- 7) How is adherence (or lack of it) to requirements captured? By whom? How documented?
- 8) Please highlight the relevancy to RET of the information entities in Table 2. For those not previously discussed, revisit question 5 and 6 (above):

Current situation

- 9) What are the main strengths of the current process?
 - a) From an RE perspective?
 - b) From a Testing perspective?
 - c) From an overall alignment perspective?
- 10) What are the current challenges and what process improvements are planned / considered?
 - a) From an RE perspective?
 - b) From a Testing perspective?
 - c) From an overall alignment perspective?
- 11) What aspects of the RET study could be of interest and be beneficial to your work?

III. Research Study: Next steps

Discuss practical issues around the planned research study:

- points of contact
- access to people and information entities
- desirable degree of active collaboration
- desirable outcome from project perspective