



SPI for SMEs, 2008

Software Process Improvement for Small and Medium Enterprises

A. Introduction

SECC mission is to promote and support the development of software industry in Egypt by improving the software engineering practices to higher maturity levels, to achieve strong presence in the international market. Consequently, the beneficiaries of the program are eligible IT companies that possess a potentially exportable, product/service and committed to embrace the upgrading process. The target group for this intervention are 10 eligible IT SMEs offering a wide range of products and services. Companies will be nominated by SECC based on evaluation criteria (specified in item F of this TOR).

B. Objectives

The objective of this program is to build the capacity of local IT SME's in process improvement with the aim of qualifying them to participate in exporting their products and services, as well as become reliable partners while cooperating with international offshore enterprises and organizations for offshore development or even other local IT companies.

Specifically the Objectives are:

- Adopt and implement the **Software Process Improvement Guide (SPIG)**® to the target list of beneficiary companies through a mix of on-the-job mentoring and group training.
- Build the beneficiary companies' capabilities to start adopting the Capability Maturity Model Integration (CMMI) Model.



C. Brief on SPIG and the Product Suite

Processes used to develop software products are a key factor of their quality. Despite this fact, the cost of applying rigorous software processes inhibits the small and medium software firms to use these processes.

Software Engineering Competence Centre (SECC) initiated this program to help the Small and Medium Enterprises (SMEs) raise the quality of their products by using modern software development processes and practices.

The aim of any Software Process Improvement (SPI) program is to develop an adaptable model of excellence in software development based on the related international standards and best practice. SECC introduces the “SPIG Product Suite” as a complete solution that can be used in the process improvement efforts.

It is hoped that the contained set of adapted models will help its target users in setting up their professional standards to the acceptable international levels, which in turn will ultimately help them proceed towards international accreditation.

The “SPIG Product Suite” includes : (1) The printed hardcopy of the SPIG as a “SPIG Handbook”, (2) The “SPIG Process Map” that helps you navigate through the process by project phases, discipline or both, (3) “SPIG Interactive Process” as a web site saved on the compact CD, (4) A complete “SPIG Training Track” that contains a dedicated course for each process, (5) Associated “Implementation Consultancy Service” to help you use the SPIG, and finally (6) A step-by-step “Customization and Tailoring Service” that will produce a new customized version of the SPIG that fits to your organization and match the types of your projects.

Each beneficiary company will obtain:

- SPIG Handbook (Hardcopy + Softcopy)
- SPIG Process Map (Softcopy)
- SPIG Interactive Process (Softcopy)
- Training Track (One training course for each process)
- Onsite Consultation & Customization Services

For more information, please visit <http://www.secc.org.eg/Guides.asp>



D. Scope of Work

The program will be implemented in three phases:.

Phase I: Consolidated Training Sessions - (Duration for this service is 3 weeks)

Execute a series of training sessions on the contents of the SPIG product suite. Each beneficiary company will be entitled for the following:

2 seats for each company within the whole training track

| Ser. | Training Course | # of Days | Audience |
|------|---|-----------|--|
| 1 | SPIG Product Suite Overview | 1 Day | Senior technical / Development managers |
| 2 | Project Management | 2 Day | Software project managers and other individuals involved in software project planning, monitoring and control |
| 3 | Product Development I: Requirements Management & Development | 2 Day | Primary audience are those individuals directly involved in software development. Secondary audience are marketers, product managers who are charged with specifying the features and attributes of a software product |
| 4 | Product Development II: Design & Implementation | 2 Day | Software development / design engineers Software testing engineers |
| 5 | Configuration Management | 2 Day | <ul style="list-style-type: none"> ▪ Project managers ▪ Configuration management group members ▪ Any person who will be in charge of a configuration management role ▪ Process improvement members group |
| 6 | Peer Review | 1 Day | Any member who will participate in peer reviews as well as quality members and process improvement members |
| 7 | Quality Assurance | 1 Day | Managers of small companies, and/or potential members of QA groups within small and medium-sized companies |



Phase II: Implementation (Consultation) - (Duration for this service is 6 months)

1. Examine Beneficiary companies' projects on High Level by an assigned SECC consultant.
2. Finalize action plan for this phase by the SECC consultant and beneficiary company's assigned point of contact person.
3. Customize and implement SPIG processes as per the action plan by the beneficiary companies' resources under the coaching of the SECC Consultant. The consultant will visit the company every two weeks.

Phase III: SPIG Implementation Assessment

1. Conduct an assessment and evaluation for the beneficiary company implementation of SPIG processes by SECC consultants.
2. Submit a final status report to the beneficiary companies on the status of implementation of the SPIG processes by SECC consultants.

E. Duration

1. Training: Expected to be finalized within 3 weeks
- 2.. Consultation: Takes approximately 6 months

F. Evaluation Criteria:

| Ser. | Criteria | Weight |
|--------------|--|------------|
| 1 | Business Focus and Activities | 40 |
| 2 | History of Quality Activities, Accreditations, Training, etc ... | 10 |
| 3 | Man Power & Technical Skills | 30 |
| 4 | Previous Training History with SECC | 10 |
| 5 | Available Running Projects | 10 |
| Total | | 100 |



G. Cost Sharing

The beneficiary company is to pay a contribution of **10,000 Egyptian Pounds (Only Ten Thousand EGP)** upon signing the agreement with SECC. This amount represents only a 10% cost sharing.

H. How to Apply

Companies interested in participating at this program must fill in the application form posted on the website and send it to: secc-spi-sme@itida.gov.eg with an email subject "**SPI for SMEs 2008 for <Company Name>**" by maximum **Tuesday 30th September, 2008**.

The selected companies will be informed within 2 weeks from the applying deadline.

For any further Information:

Tel: +(202) 3534 5272, 3534 5220

E-mail: secc-spi-sme@itida.gov.eg

Website: www.secc.org.eg

N.B. Applications sent to the attention of any other e-mail addresses other than the one mentioned above will be automatically rejected.