



Operating Instructions for The Ripose Compilers (Computer Assisted Strategic Planning And Reasoning Engine) CASPAR

Version #: 17 Sep 2022 (A work in progress)

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Preamble

Caspar is the software product that automates the Ripose approach. It was designed in 1990 and took less than a year to code. It contains the following 455 objects:

- 41 Tables
- 96 menus
- 62 code files
- 11 search methods
- 1 startup task
- 51 tool bars
- 193 screens

I will take me a number of months. To complete this body of work. To document how to use the 193 screens, 96 menus and 51 tool bars (the 340 most relevant objects) will take approximately 113 days (estimating that I can complete 3 per day).

So while I am busy writing this book and to provide immediate support I have already provided 2 web pages which can be used right now. The link to these are as follows:

1. [A tour of Caspar](#) (with a few screen shots) detailing:
 - The compiler
 - The phase
 - Who is involved
 - The grade of the Ripose Architect (RA)
 - Management
 - An estimate on how long each section takes
 - The main features
2. [Help on how to use Caspar](#)

Rules applicable to my [Universe of Discourse](#). Four factors:

1. Limit
2. Differentiate
3. Integrate
4. Focus

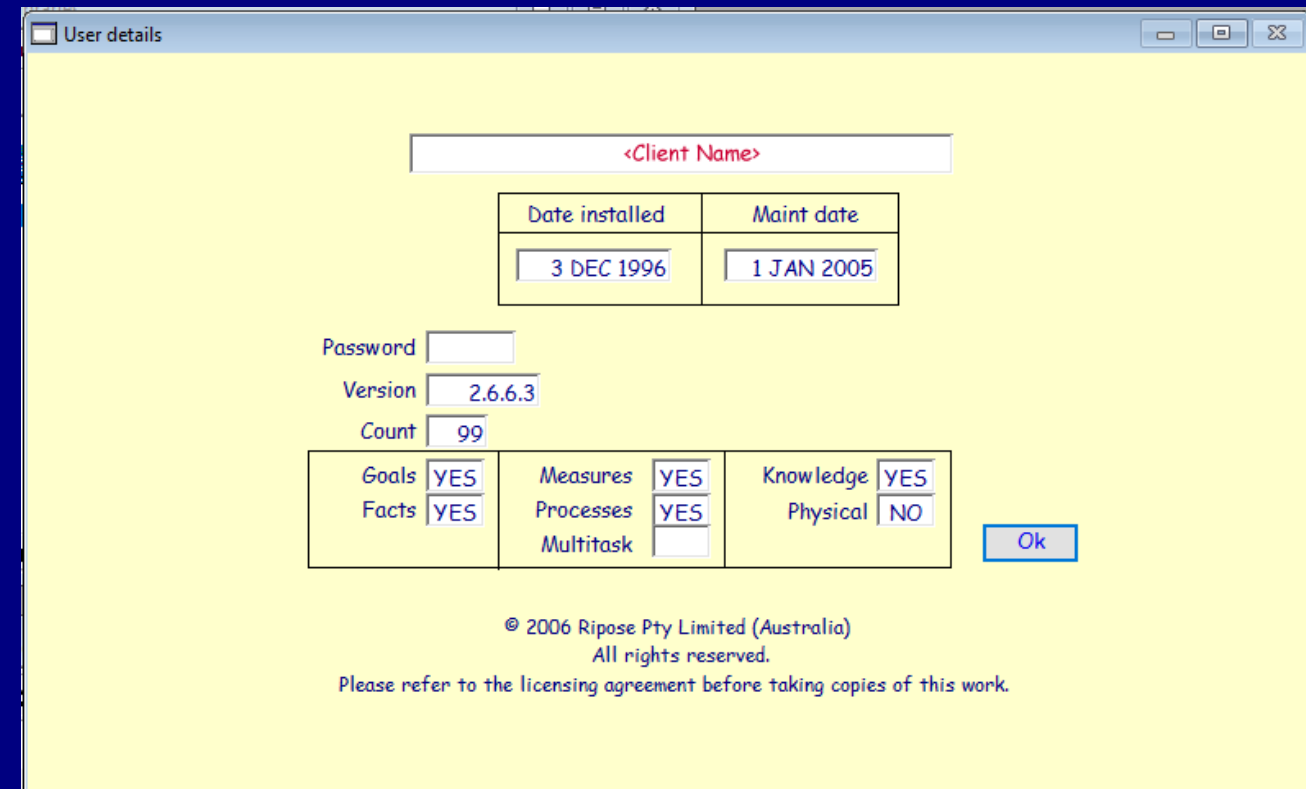
The rules for managing information are as follows:

Factor	Activity	Class
limit	Keep things as small as possible for as long as possible	3 sections
differentiate	Separate sections into appropriate classes or phases	Concept
		Logical
		Physical
integrate	Ensure all phases are fully aligned	All
focus	Prioritise the work	Concept

Launching Caspar

Welcome to the world of Caspar

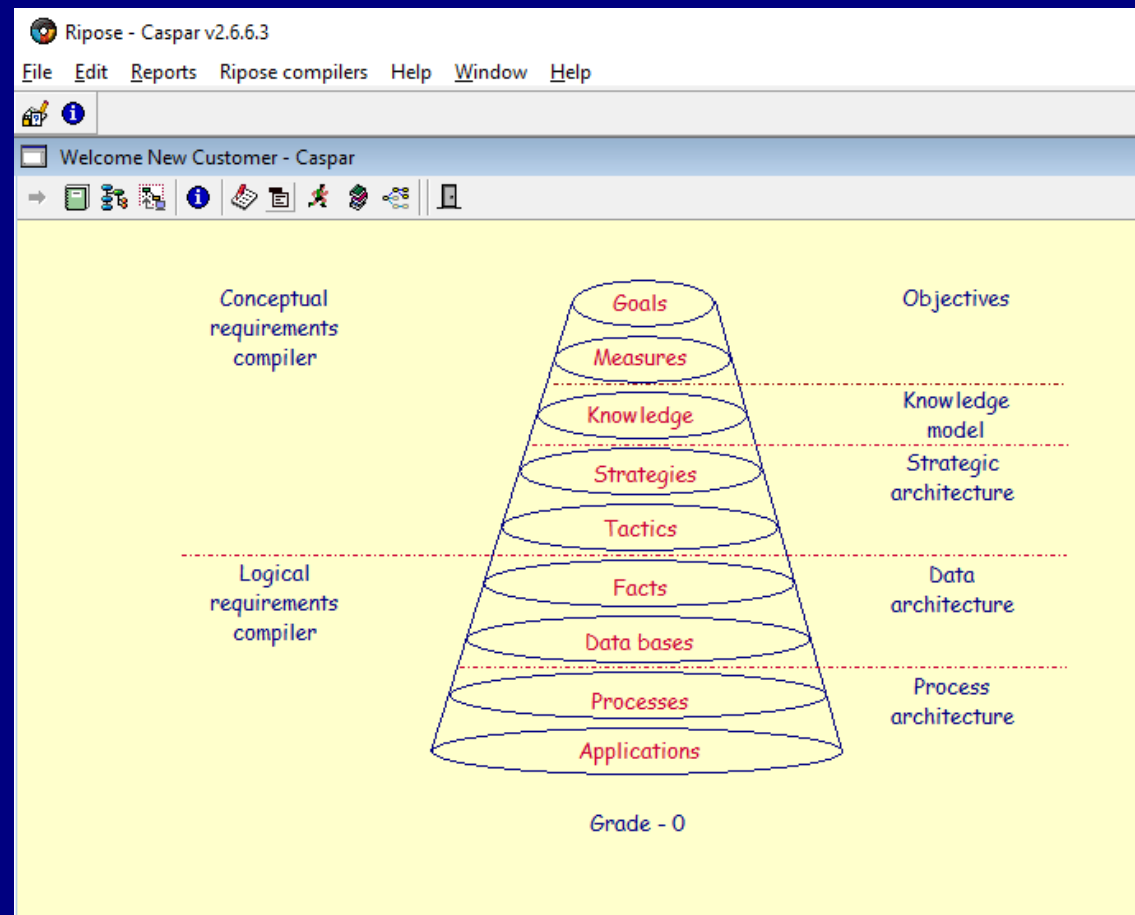
Double click on the Ripose icon and the following screen will be displayed:



- Password is an optional security function
- Count is used for an evaluation copy
- Permissions are set for version 2.6 which has no physical support at this stage
- Multitask signifies that there are multiple architects using the software

On clicking on the Ok button or pressing the Enter key the Main Caspar Screen will be displayed:

Caspar Main Screen



Menu bar

There are 4 menu options:

1. File
2. Edit
3. Reports
4. Ripose compiler

File

The following options are available but it is best not to use any of them:

1. Open library – Do not use
2. Close library – Do not use
3. Print destination – see Select output
4. Page Setup – Standard Windows function
5. Print report from disk – Do not use
6. Trace Log – Do not use
7. Exit – Do not use as this will terminate Caspar. Use the Shutdown option

Edit

Usual Window operating system functions – do not use

Reports

Use when you need to run a quick tailored report and only once you seek help.

The display of this screen will depend on the level of the Ripose architect using Caspar.

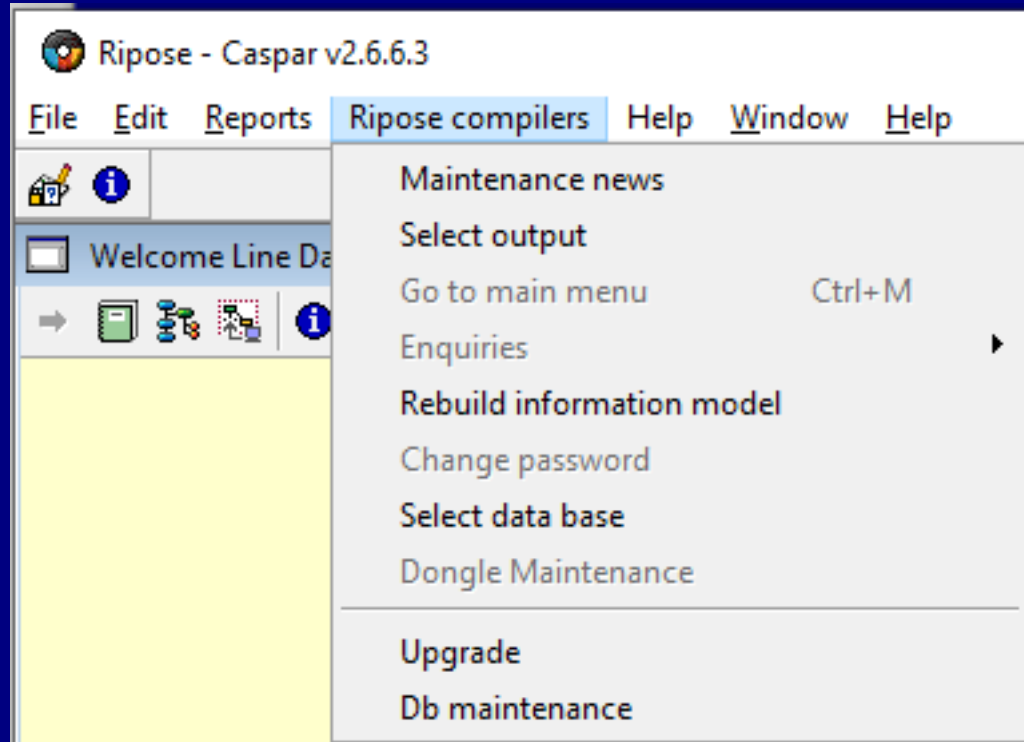
In this example the RA0 architect signifies access to all sections.

The main screen is divided into 3 sections:

1. Menu bar
2. Tool bar
3. Compiler options – Move cursor over the appropriate area and press the appropriate Mouse button. The appropriate screen will be activated
 - Conceptual Compiler
 - Logical Compiler

Ripose compilers

On clicking on the words Ripose compilers in the main menu line the following drop down menu will appear:



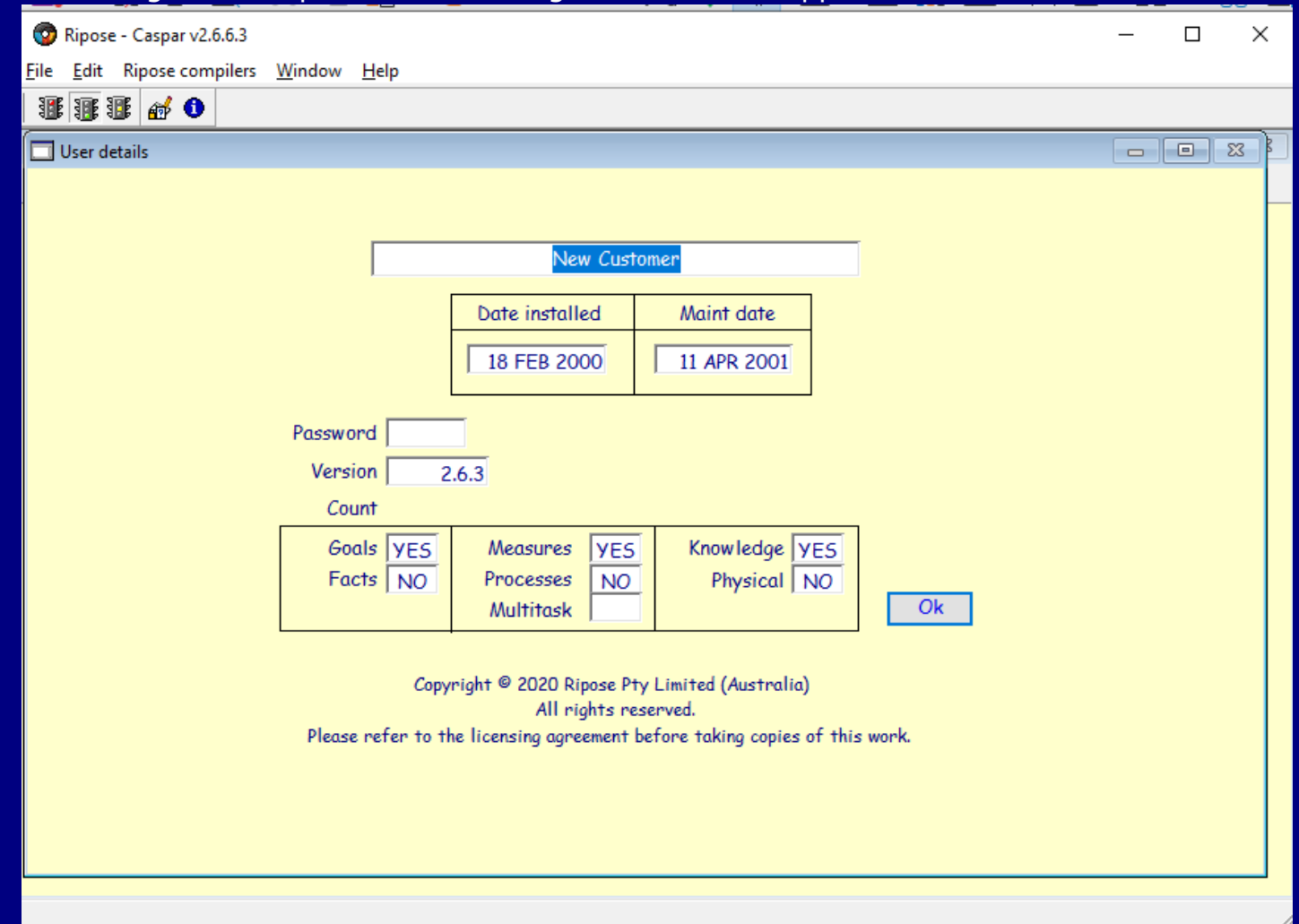
There are 10 options:

1. [Maintenance news](#)
2. [Select output](#)
3. [Go to main menu](#)
4. Enquiries – Development only
5. Rebuild information model
6. Change password – Development only
7. Select data base
8. Dongle Maintenance – Development only. This is a security function
9. Upgrade
10. Db maintenance

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Maintenance news

On clicking on this option the following screen will be appear:



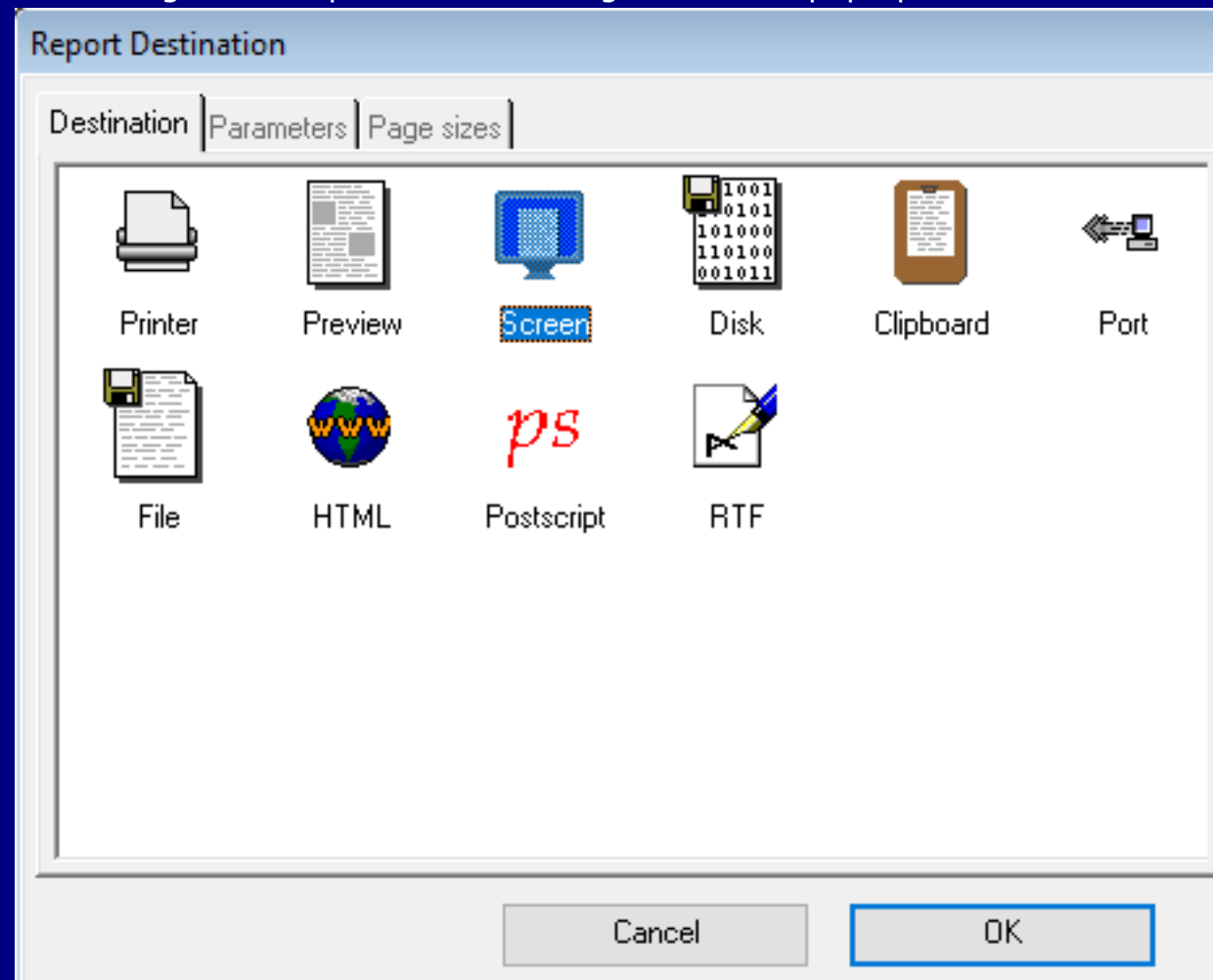
This is the same screen that appeared when you first logged on. There is only 1 option:
1. Ok

On clicking on the Ok button or pressing the Enter key the screen will close

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Select output

On clicking on this option the following screen will pop up:



There are 3 tabs:

- Destination - 10 options for you to choose from. The default selection is to send all printing to the screen. A printed copy can be created once the report has been run
- Parameters - Disabled
- Page size - Disabled. See Menu Bar option 4

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Go to main menu

This option is available on any screen except when on the main screen.

Enquiries

Reserved for development team.

This menu can be used at any time to display (read only) the content of the following. These options were provided mainly during the development phase of Caspar:

1. Knowledge classes
2. Entities
3. Attributes

Rebuild information model

Use only when advised to. Used mainly in the development phase to rebuild the knowledge model.

Select data base

Use only when working with multiple clients.

Upgrade

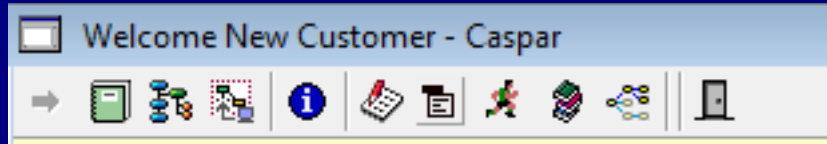
Use only when advised to.

Db maintenance

Use only when advised to. Usually to unlock records that were locked and not unlocked due to a power failure.

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Tool bar



The tool bar at the top contains all the available functions. Functions can be activated by hovering the cursor over the appropriate name or by pressing the right mouse button, in which case a pop up menu will appear. If there is only one function, left clicking on the tool bar icon will cause that action to be run.

Functions:

1. [Conceptual compiler](#)
1. [Logical compiler](#)
2. Code generators - To be provided in a future release
3. [Get help](#)
4. [Business statements](#)
5. [Business metrics](#)
6. [Resource management](#)
7. [Tactic release planning](#) – Change management
8. Project management – To be provided in a future release
9. Shut down

Conceptual Compiler

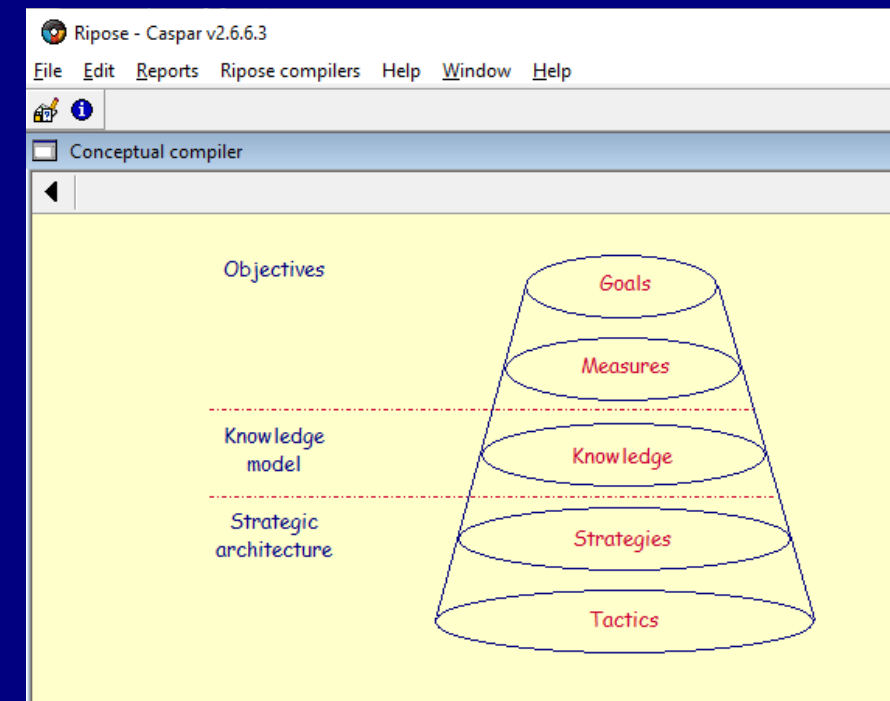
The rules for managing concepts are as follows:

Factor	Activity	Class
limit	Keep things as small as possible for as long as possible	3 sections
differentiate	Separate sections into appropriate classes or phases	Objectives
		Knowledge
		Strategies
integrate	Ensure all phases are fully aligned	All
focus	Prioritise the work	Objectives

Access to this compiler is afforded to Ripose Architects Grades 0, 1, 2 and 3. This compiler provides the capability to define and maintain the following business-centric objects:

1. [Objectives](#) - RA1
2. [Knowledge classes](#) - RA2
3. [Strategic architecture](#) - RA3

On selecting the icon in the tool bar or placing the cursor over the words 'Conceptual Requirements Compiler' on the Main Screen and activating the appropriate Mouse button the following window will open. Note that the content will depend on the grade of RA.



Direct link to training courses:

- [RA1](#)
- [RA2](#)
- [RA3](#)

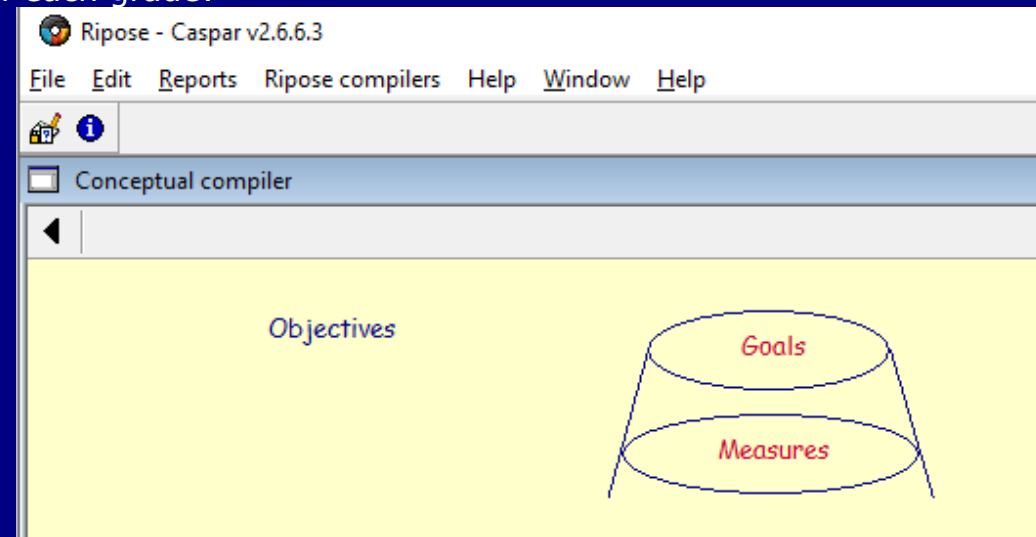
[< Back](#)

Objectives architecture

The rules for managing objectives are as follows:

Factor	Activity	Class
limit	Keep things as small as possible for as long as possible	2 sections
differentiate	Separate sections into appropriate classes or phases	Goals
		Measures
integrate	Ensure all phases are fully aligned	All
focus	Prioritise the work	Goals

On selecting Objectives from the Conceptual Compiler screen the following window will be displayed (this is the screen for the RA0. The RA1 will only see Goals and Measures, the RA2 Knowledge and the RA3 Strategies and Tactics. This helps to focus the attention of each grade:



There are 2 ways to proceed:

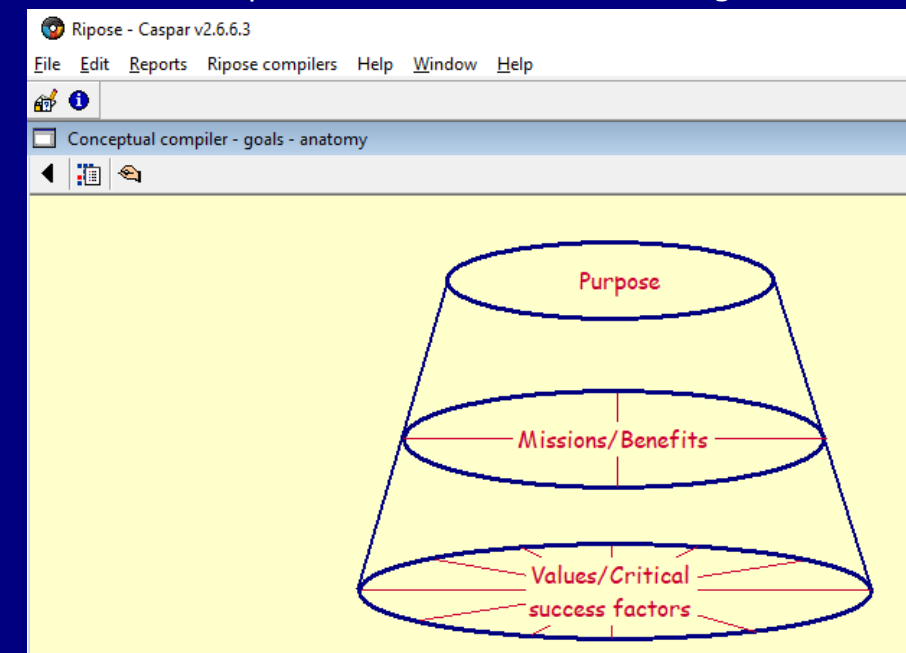
1. Right click anywhere on the screen and a drop down menu will appear. Then select Goals or Measures
2. Point the cursor at either Goals or Measures and press the appropriate Mouse button

Goals

The rules for managing goals are as follows:

Factor	Activity	Class
limit	Keep things as small as possible for as long as possible	3 sections
differentiate	Separate sections into appropriate classes or phases	Purpose (1)
		Benefits (4)
		Values (11)
integrate	Ensure all phases are fully aligned	All
focus	Prioritise the work	Values

On selecting Goals from the previous window the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

1. Close window – Return to previous window
2. Objectives global overview
3. SWOT analysis

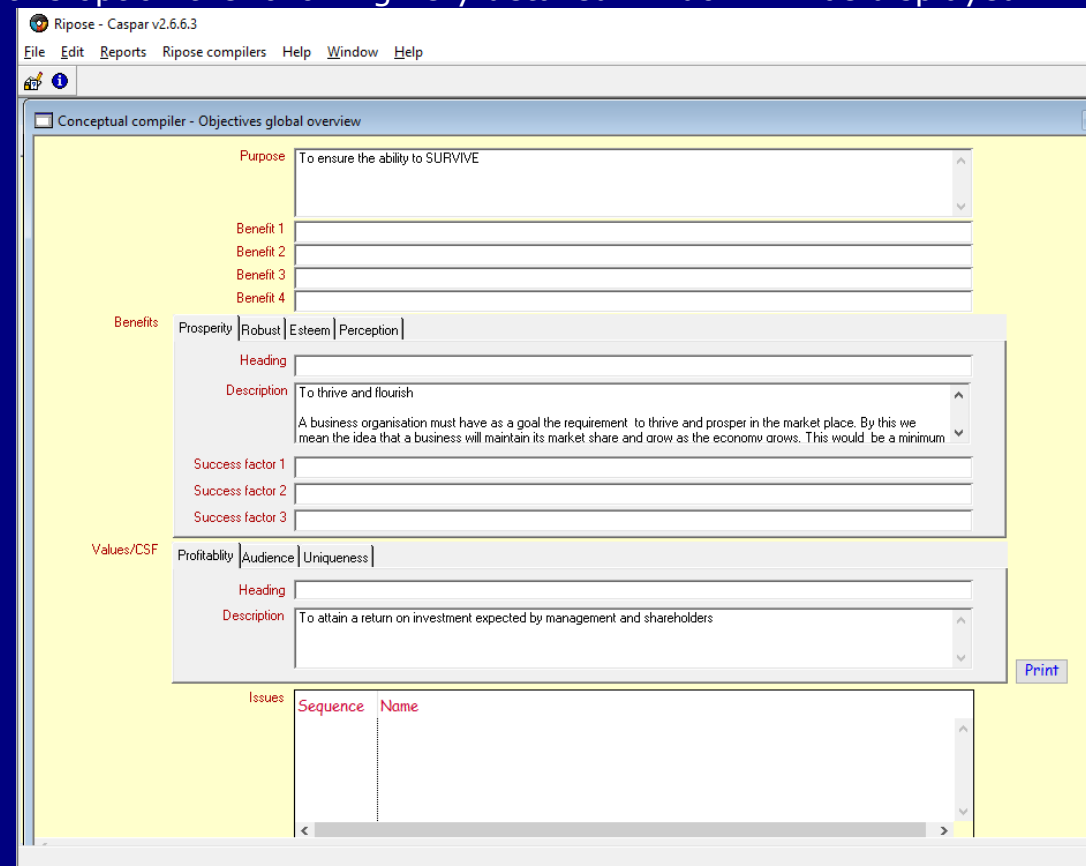
Content of screen

There are 2 ways to proceed:

1. Right click anywhere on the screen and a drop down menu will appear. Then select any function
2. Point the cursor at either Purpose, Benefits (Missions) or Values (CSF) and press the appropriate Mouse button

Objectives global overview

On selecting this option the following very detailed window will be displayed:

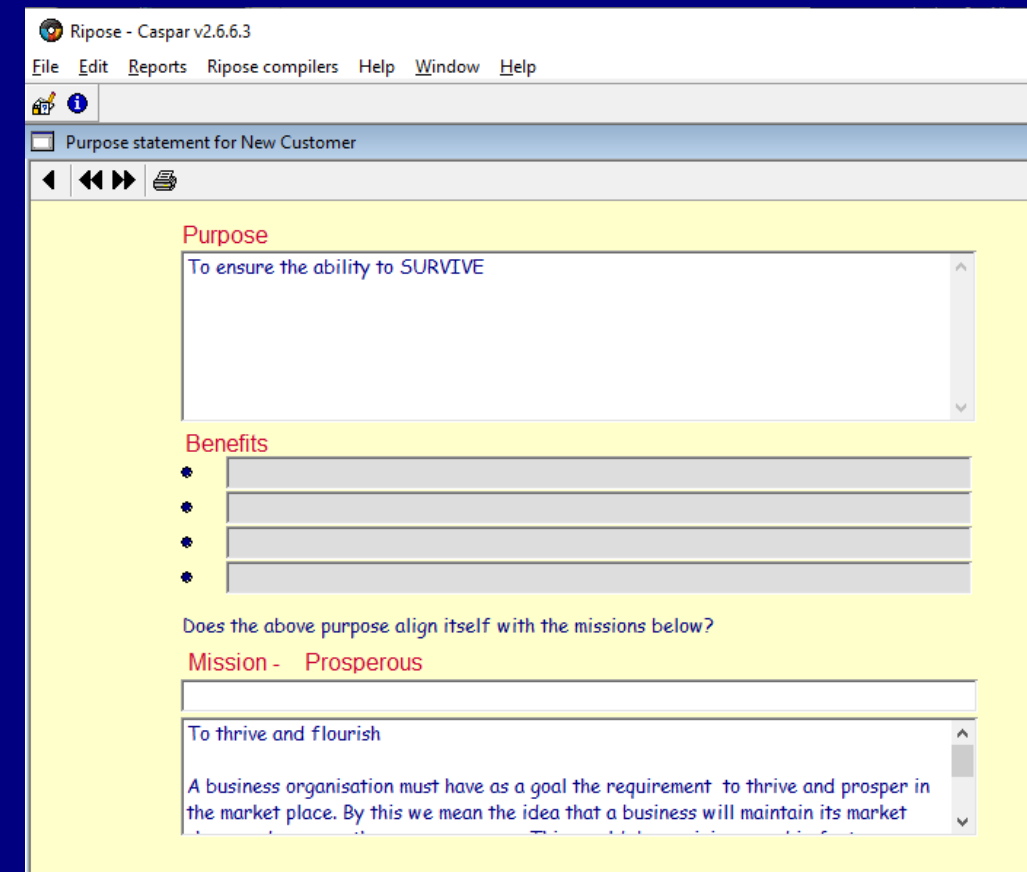


This screen has 6 areas of focus:

1. Purpose with the supporting 4 Benefit headings
2. Tabs with the 4 Benefits with each of their appropriate Value (CSF) headings
3. Tabs with the appropriate Value statements (these change as each Benefit is selected)
4. Measures which change as each Value is selected
5. A Print button which will produce a print out of the all the Objectives
6. A red close window button (top right corner)

Purpose statement

This function will enable you to maintain the Purpose Statement. On selecting this option the following window will be displayed:



Functions

There are 2 functional areas:

3. Tool bar
4. Content of the screen

Tool bar

- Close window – Return to previous window
- Previous benefit
- Next benefit
- Publish – Print the purpose statement

Content of screen

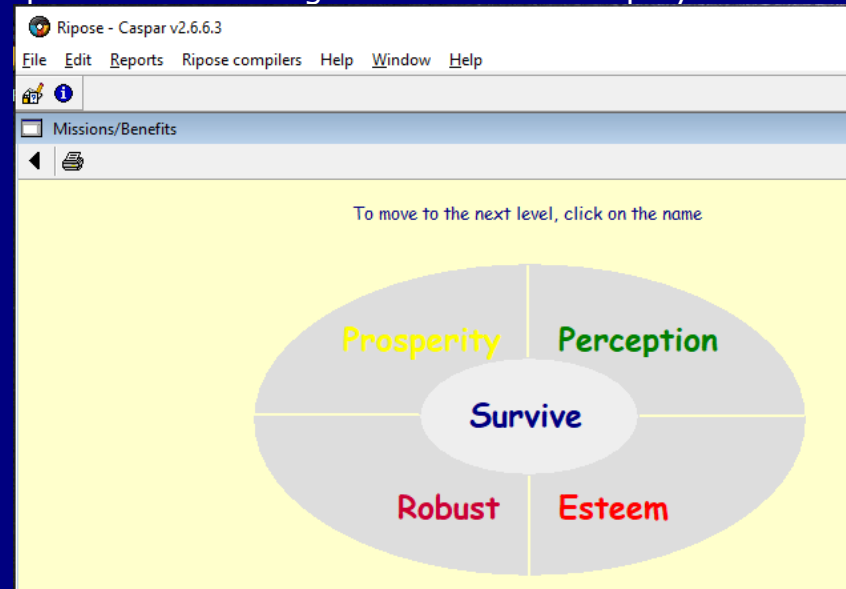
Right click for options:

- Modify
- Publish
- Next
- Previous
- Close window – Return to previous window

Benefits

This function will enable you to maintain the 4 Benefit Statements. To understand why there are only 4 please study the content on [slide 2 of the RA1 course](#).

On selecting this option the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

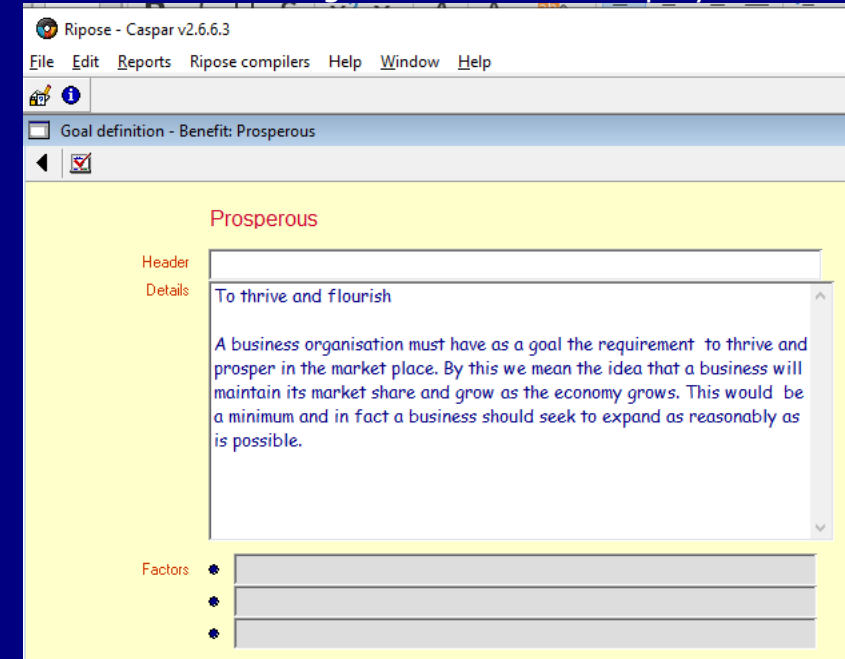
1. Close window – Return to previous window
2. Publish the 4 benefits

Content of screen

- Right click anywhere on the screen and a drop down menu will appear. Then select the appropriate option
- Click on a Benefit

Maintain Benefits

On selecting any Benefit the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

1. Close window – Return to previous window
2. Open the Values screen for the chosen Benefit

Content of screen

Right click anywhere on the screen and a drop down menu will appear. Then select the appropriate option

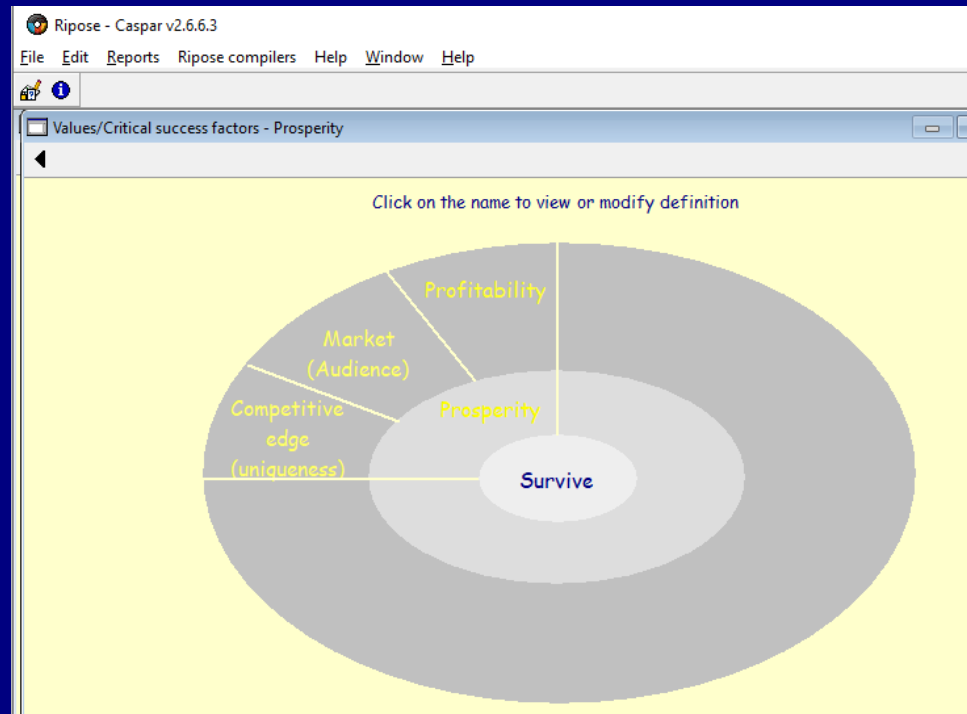
There are 2 functions:

- Modify the benefit
- Close the window – Return to previous window

Values

This function will enable you to maintain the 11 Value Statements. To understand why there are 11 please read the study the content on [slide 2 of the RA1 course](#).

To limit the clutter the value screens have been divided into 4 separate windows. Each one will provide the identical functions. On selecting this option the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

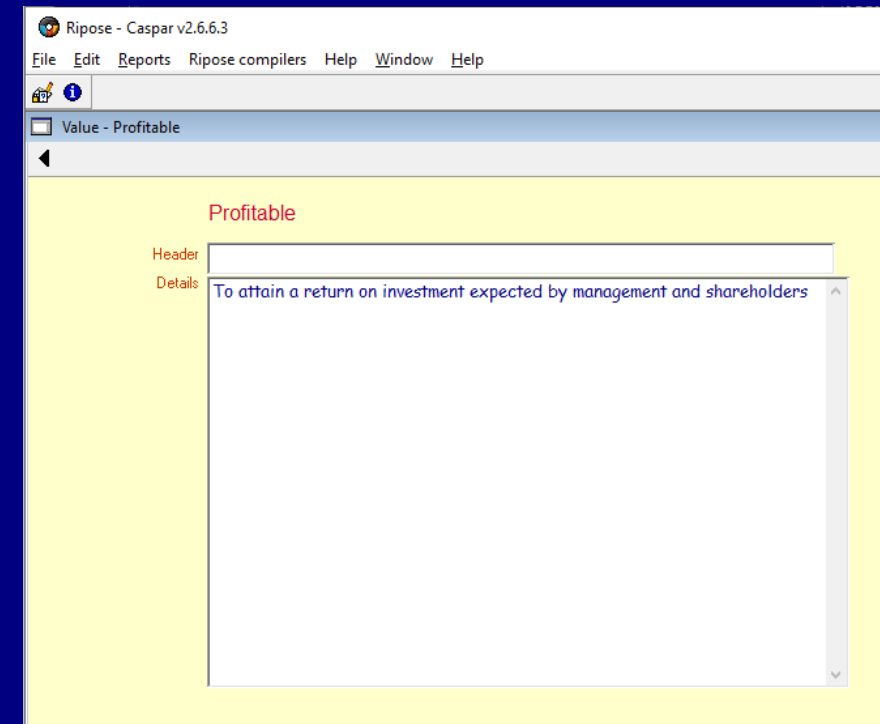
1. Close window – Return to previous window

Content of screen

- Right click anywhere on the screen and a drop down menu will appear. Then select the appropriate option
- Select a Value

Maintain Values

On selecting any Value the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

1. Close window

Content of screen

Right click anywhere on the screen and a drop down menu will appear. Then select the appropriate option

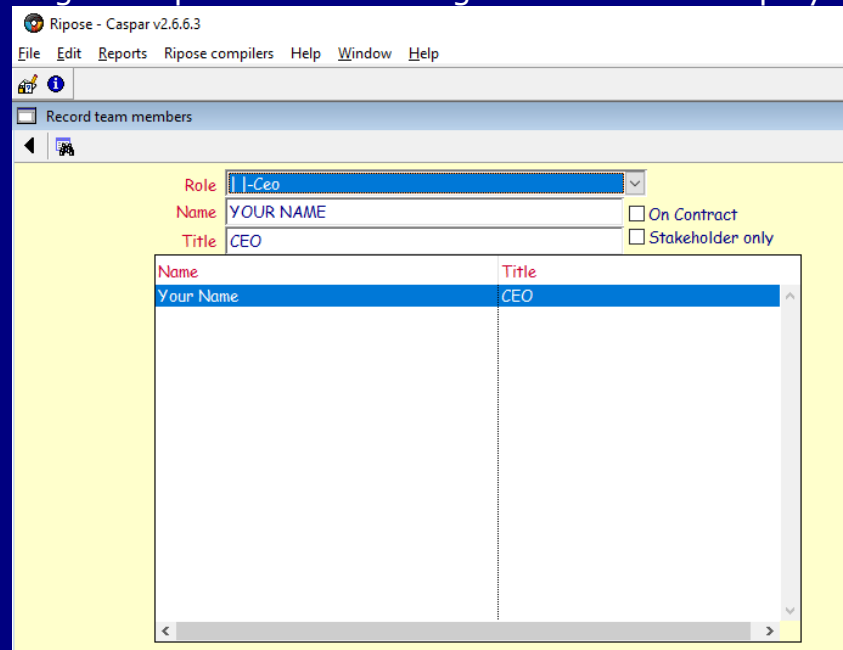
There are 2 functions:

- Modify the Value
- Close the window – Return to previous window

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SWOT Analysis

This function will enable you to manipulate all the options to help undertake a SWOT analysis. On selecting this option the following screen will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

1. Close window
2. Search for a name

Content of screen

- Right click anywhere on the screen and a drop down menu will appear. Then select the appropriate option
- Select a person

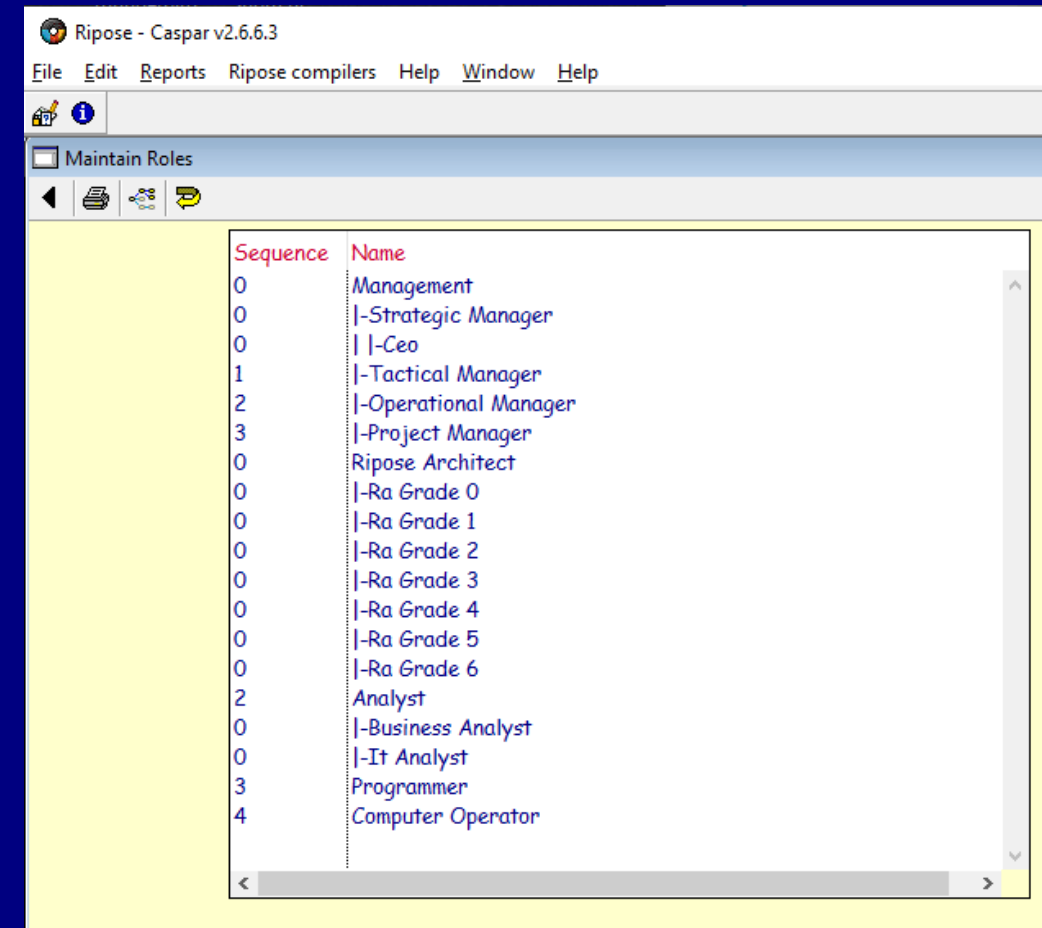
Drop down menu options from screen

1. Define roles
2. Find
3. Add
4. View all rankings
5. Score card
6. Exit

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Define Roles

This function is used to maintain the various roles. On selecting this option the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

1. Close window – Return to previous window
2. Publish – This will produce a list of every description
3. List structure – This print the list as it appears on the screen
4. Deselect all list items

Content of screen

Right click anywhere on the screen and a drop down menu will appear. Then select the appropriate option

Drop down menu options

1. Add
2. View
3. Insert
4. Remove
5. Move
6. Modify
7. Publish – See tool bar
8. Deselect – See tool bar
9. Close window – Return to previous window

Add a role

2 functions are available

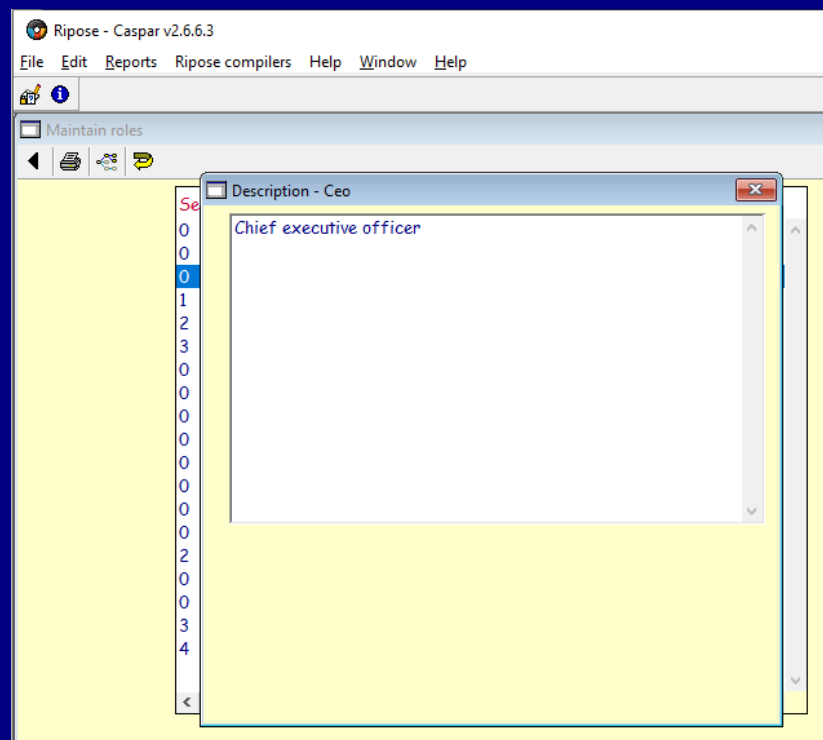
1. Add a new level zero role
2. Add a role to an existing hierarchy

Add a new level zero role

Ensure no line is selected. Use the Deselect option if necessary
The following

View a role

The following window will be displayed



Functions:

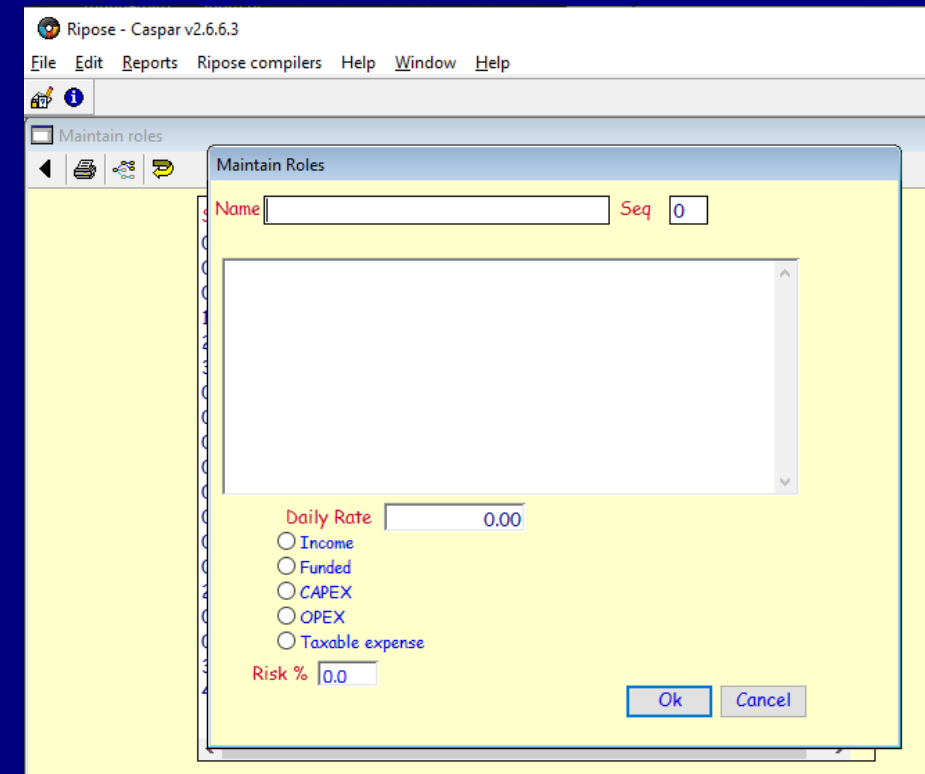
- Use the Red button or click on the left area above the tool bar and select Exit to close the window – Return to previous window

Insert a role to an existing hierarchy

Select the line > Right click > Select Add

Add or maintain a role

The following window will be displayed



Functions:

- Name: Enter a new name. The system will check for duplicates and warn you if found
- Seq: To control the positioning of the entry which is controlled by Sequence and alphabetic name
- Description: Describe the role
- Daily Rate: Optional
- Radio button: Select an appropriate radio button (optional)
- Risk: Enter a risk percentage (optional)
- Enter or Press Ok to accept
- Cancel: To reject entry

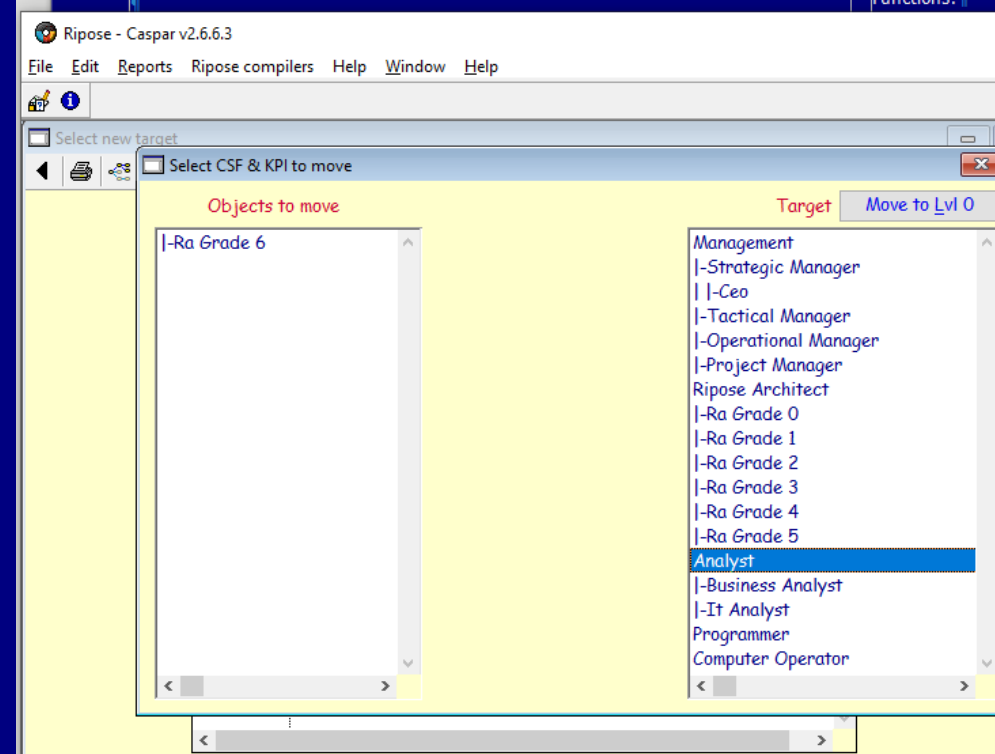
Remove a role

Select the line > Select Remove

If the role is currently allocated you will not be able to remove it

Move a role

Select the line (if it is a level 0 you will not be able to move it) > the following screen will be displayed

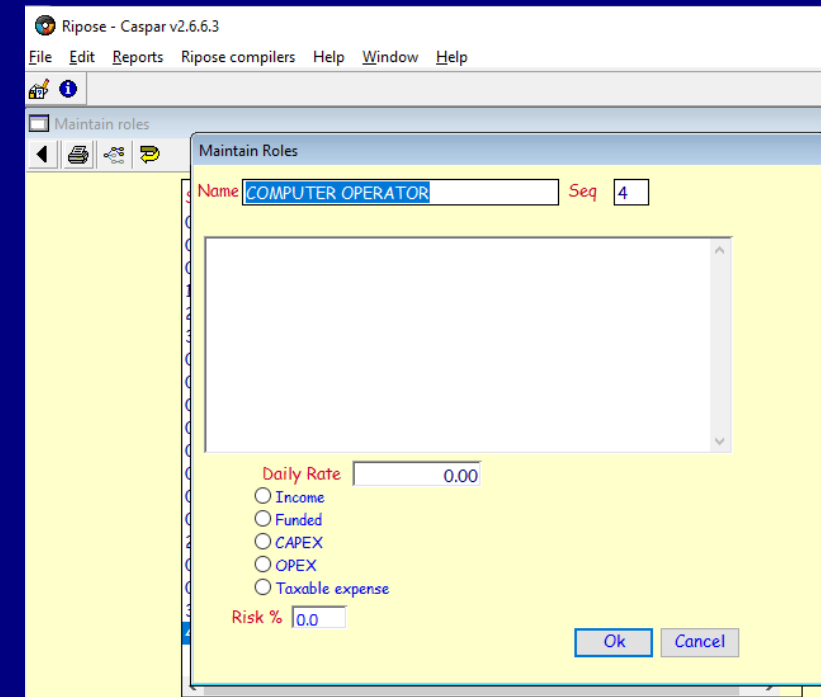


Functions

- Move to level 0: To promote the role to the top of the hierarchy
- Select the new owner
- Close window (the red button top right) – Return to previous window

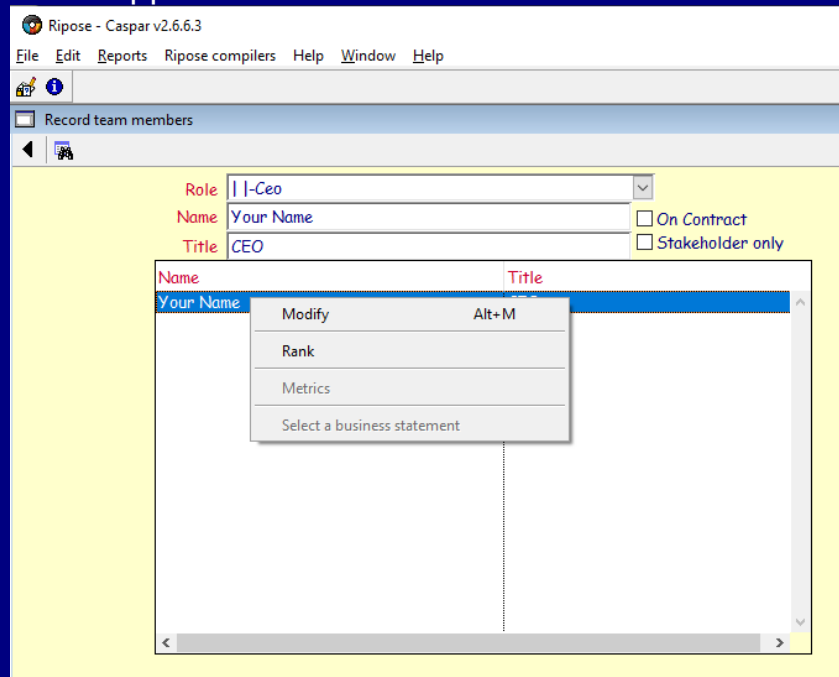
Modify a role

Select the role > the following screen will be displayed:



The functions are the same as for add or maintain a role

Drop down menu from selecting a person:
The following menu will appear:



Functions

- Modify (Alt M is a short cut)
- Rank

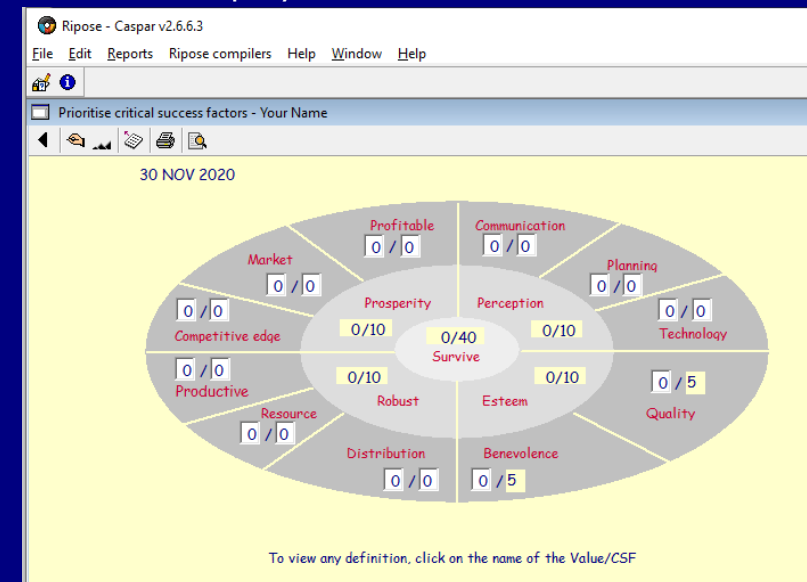
Modify

The cursor will position itself to the name. You can now:

- Type in a new name
- Rename the title
- Select another role. If the role has subordinates you will be advised enabling you you choose a leaf
- Ok – Enter or click (accepts changes)
- Cancel

Rank

The following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen – Right click to see options

Tool bar

1. Close window – Return to previous window
2. Rank
3. Show graph (of rankings)
4. Remove rankings
5. Publish reports
 - Score worksheet
 - Full scorecard – Shows all the details of the
 - Report – For inclusion in the Proof of Concept (PoC)
6. Mitigations – Reason for poor ranking

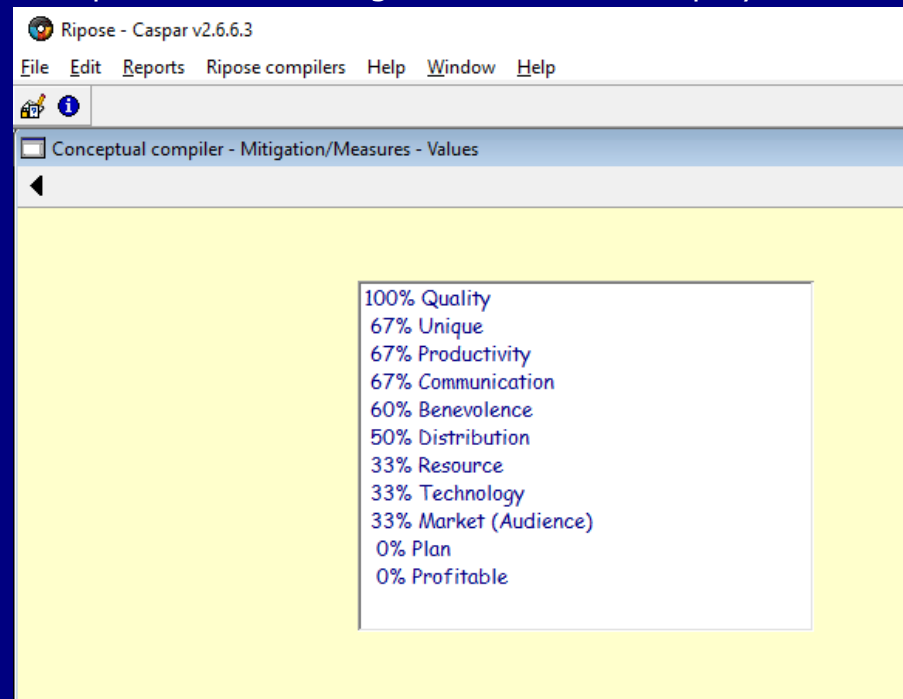
Content of screen

1. Rank – [Page 6 of Breaking the Systems Barrier](#)
2. Graph
3. Mitigations
4. Reports
5. Remove
6. Close window – Return to previous window

[< Back](#)

Mitigations

On selecting this option the following window will be displayed:



There are 2 functional areas:

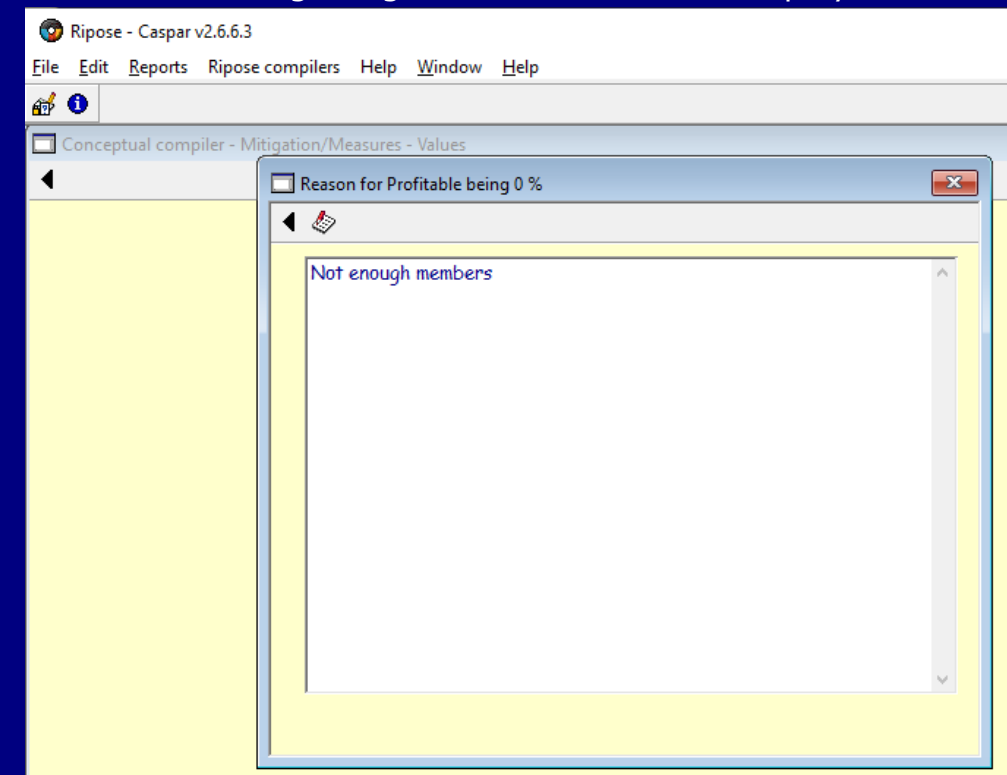
1. Tool bar
2. Content of the screen Select a Value

Tool bar

1. Close window – Return to previous window

Content of the screen

Select a Value and the following mitigation window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

1. Close window – Return to previous window
2. Modify reason – This will enable you to modify the mitigation reason in the content area

Content of the screen

Enter mitigation reason for the poor ranking. Then:

- Click on Ok or press Enter
- Cancel to reject

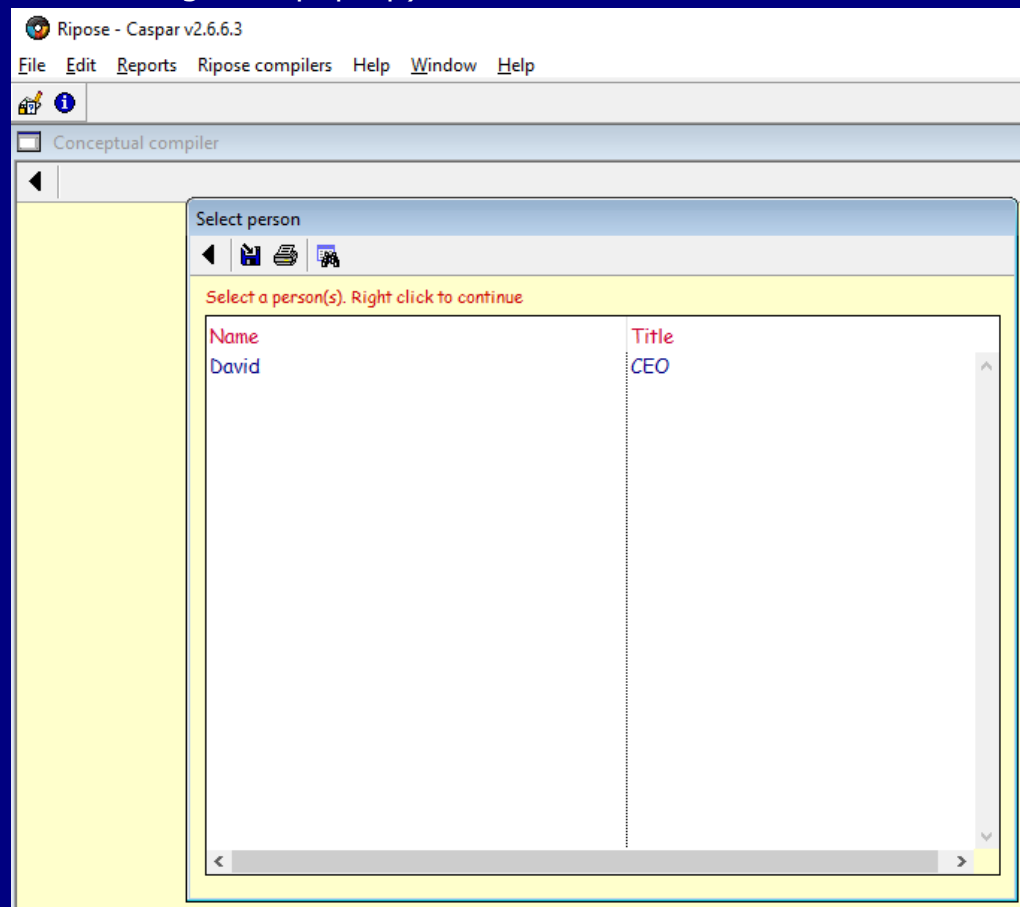
Measures

The rules for managing Measures are as follows:

Factor	Activity	Class
limit	Keep things as small as possible for as long as possible	11 values
differentiate	Separate sections into appropriate classes or phases	KPI
		PI
integrate	Ensure all phases are fully aligned	With Values
focus	Prioritise the work	Knowledge

KPI: Key Performance Indicator
PI: Performance Indicator

On selecting Measures from the Objectives window the following window will be displayed if and only if the Values have been ranked by at least one business operative (otherwise a message will pop up):



There are 2 functional areas:

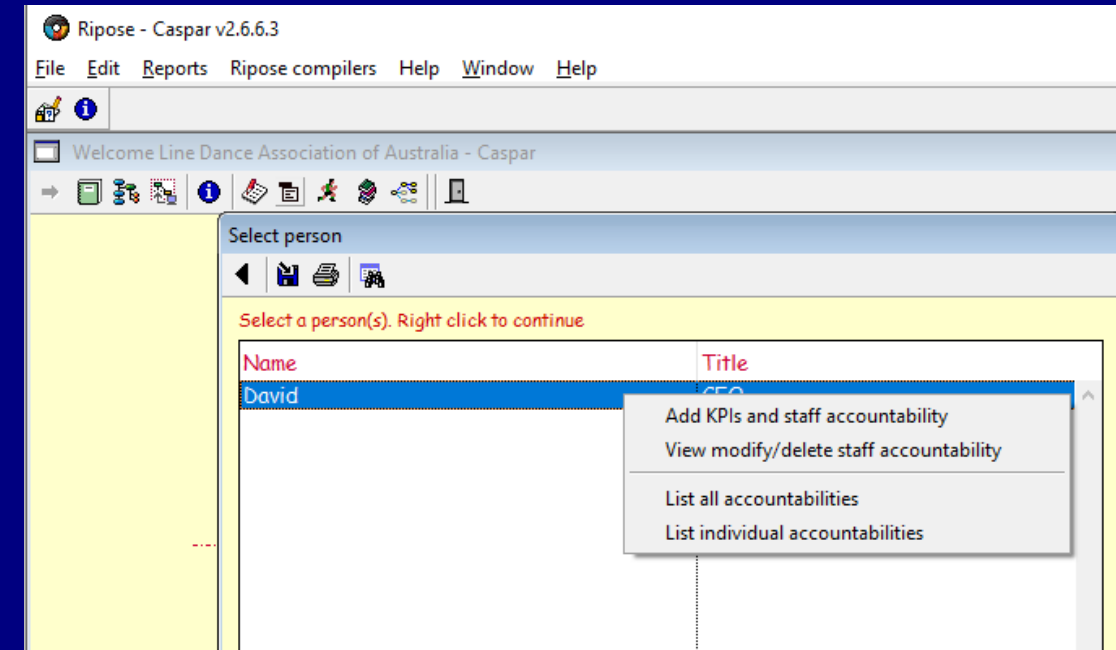
1. Tool bar
2. Content of the screen

Tool bar

1. Close window – Return to previous window
2. Export KPI hierarchy – This will take a copy of the KPIs which can be pasted into a spreadsheet program for decision making
3. Export KPIs in printable format – This will take a copy of the KPIs which can be pasted into a word processing program for producing the Proof of Concept
4. Find a person – Used if the list is too long

Content of the screen

Select a person and right click. The following drop down menu will be displayed

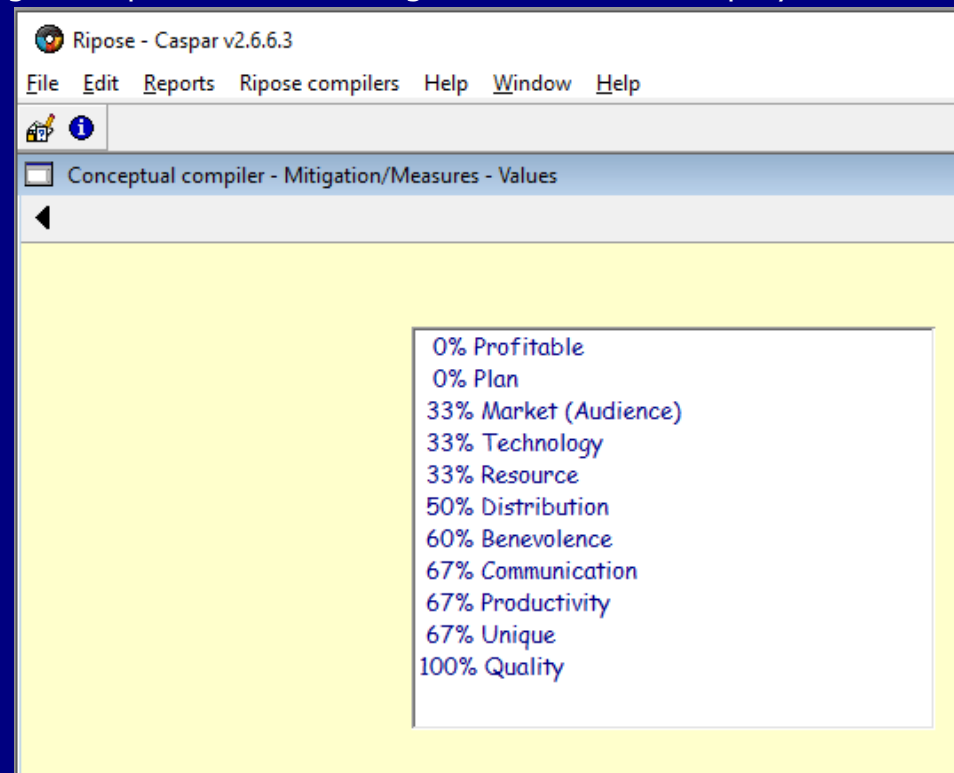


The following functions are available:

- Add KPIs and staff accountability
- [View modify/delete staff accountability](#)
- [List all accountabilities](#)
- [List individual accountabilities](#)

Add KPIs and staff accountability

On selecting this option the following window will be displayed:



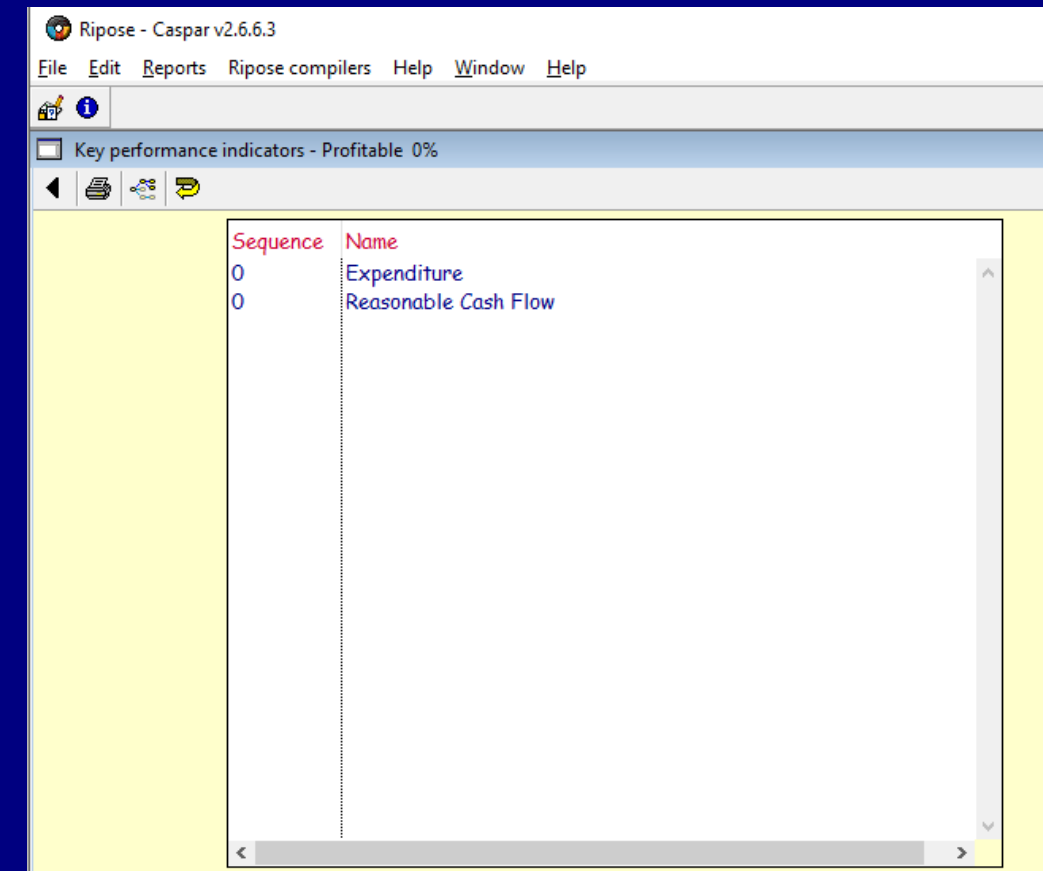
There are 2 functional areas:

1. Tool bar
2. Content of the screen Select a Value. Preferably start with the lowest ranking ones

Tool bar

1. Close window – Return to previous window

On selecting a Value the following window will be displayed:



There are 2 functional areas:

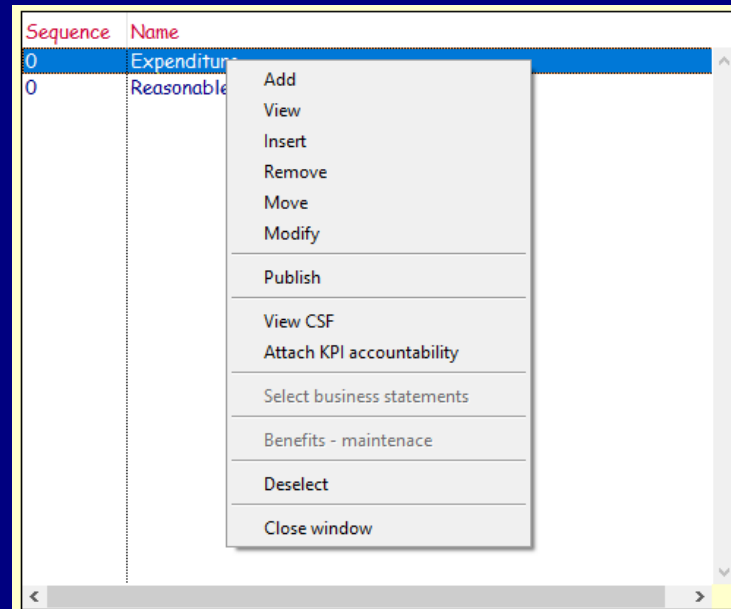
1. Tool bar
2. Content of the screen

Tool bar

1. Close window – Return to previous window
2. Publish the Measures – Full descriptions
3. Print the list – Without full descriptions
4. Deselect the line

Content on the screen

Right click on a selected line and the following drop down menu will be displayed:

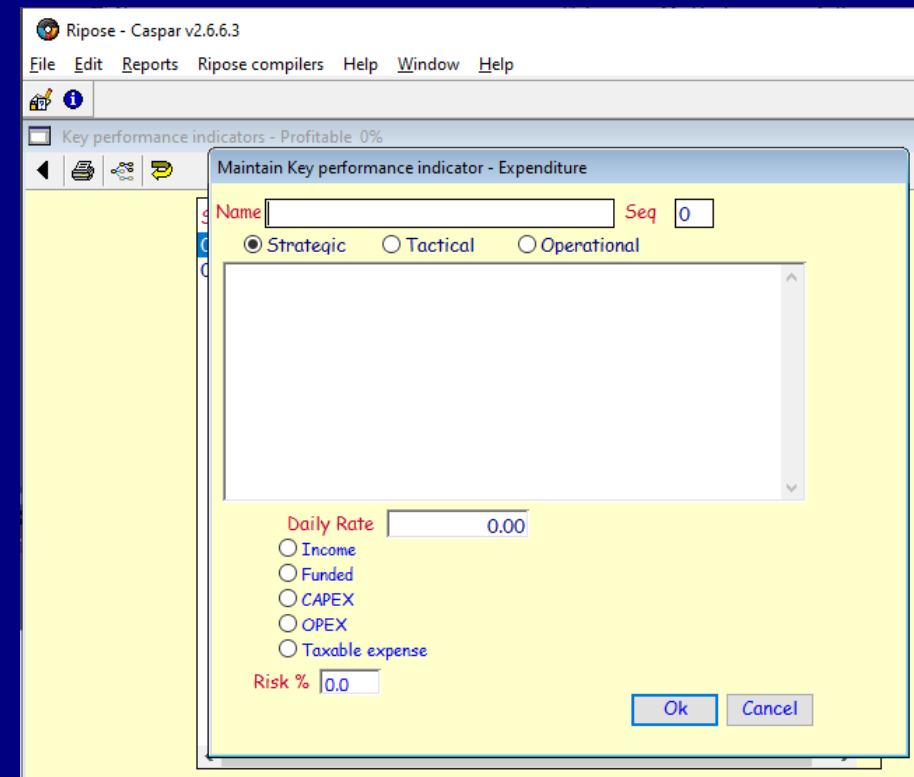


The following functions are available:

- Add
- View
- Insert
- Remove
- Move
- Modify
- Publish
- View Value/CSF
- Attach KPI accountability
- Deselect
- Close window

Add a new entry

On selecting this option the following window will be displayed:

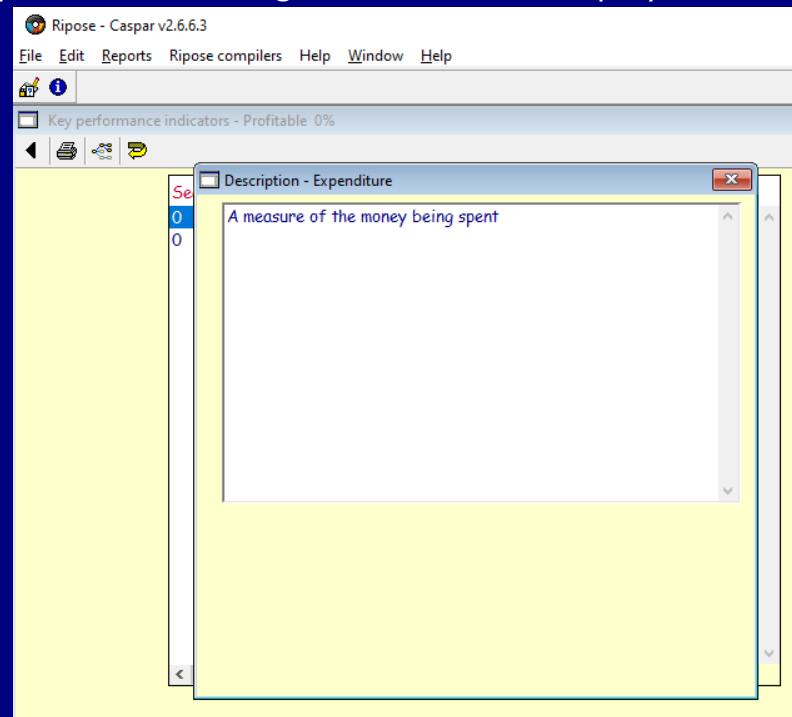


Functions:

- Name: Enter a new name. The system will check for duplicates and warn you if found
- Seq: To control the positioning of the entry which is controlled by Sequence and alphabetic name
- Description: Describe the entry
- Daily Rate: Optional
- Radio button: Select an appropriate radio button (optional)
- Risk: Enter a risk percentage (optional)
- Enter or Press Ok to accept
- Cancel: To reject entry

View the entry description

On selecting this option the following window will be displayed:



Function

- Close window (the red button top right) – Return to previous window

Insert and entry

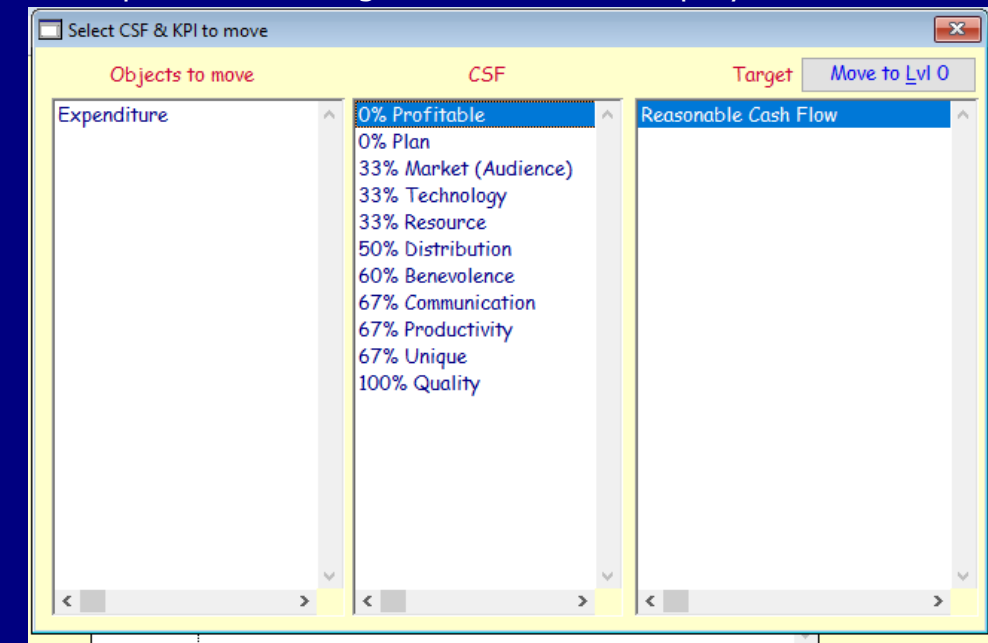
See add a new entry. A subordinate entry will be added.

Remove

To delete an entry. Cannot remove if it has any subordinates or an attached knowledge class.

Move

To change ownership. The following window will be displayed:



Functions:

- Promote to its own hierarchy
- Move to different Value/CSF

Modify

The window to Add an entry will be displayed. The same functions are available.

Publish

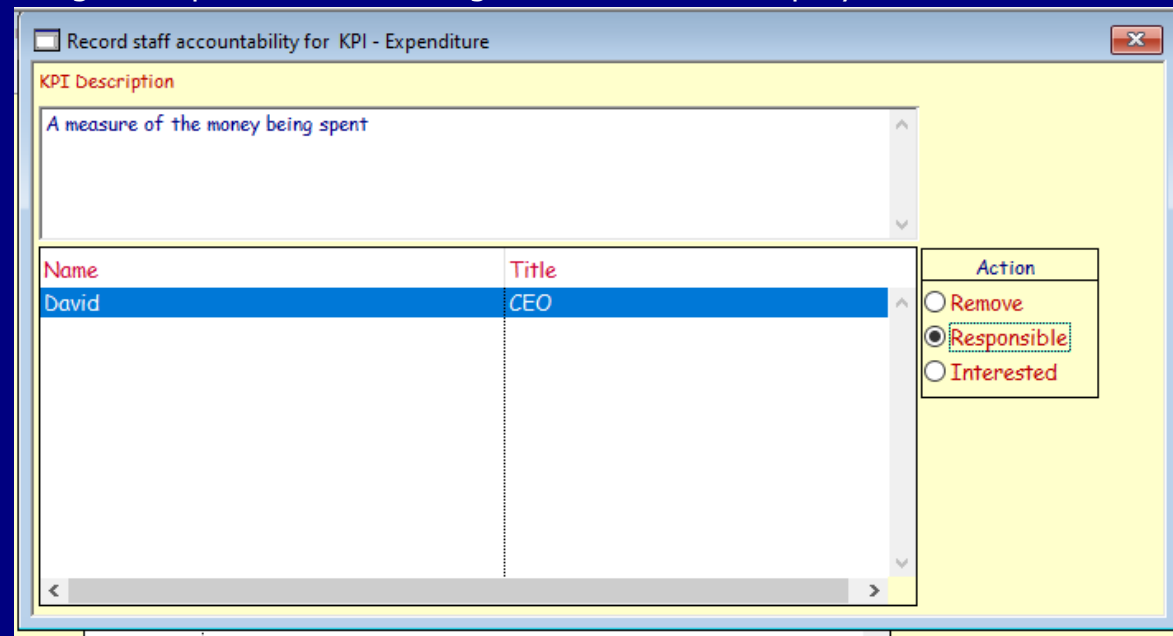
Will print a copy of the entry

View Value/CSF

A window will pop up with the details of the Value.

Attach KPI accountability

On selecting this option the following window will be displayed:



Add an Action

- Remove – To remove the accountability factor
- Responsible – To assign responsibility
- Interested – To assign interest only

Modify KPI responsibility

The same window as Attach KPI accountability will be displayed.

List all accountabilities

This option will produce a .txt file called StaffKPI.txt in the same directory defined in the .ini file. You will be warned if the existing file will be overwritten. It will show all staff member accountabilities.

List individual accountabilities

See List all accountabilities. This will only print the selected staff accountability.

The theory of working with Measures

- [Reading material](#)
- [Lecture](#)

End of Objectives functions

[< Back](#)

Knowledge architecture

Knowledge architecture is the capability missing in every approach designed to handle the difference between 'Convenient Truth' and 'Factual Evidence'.

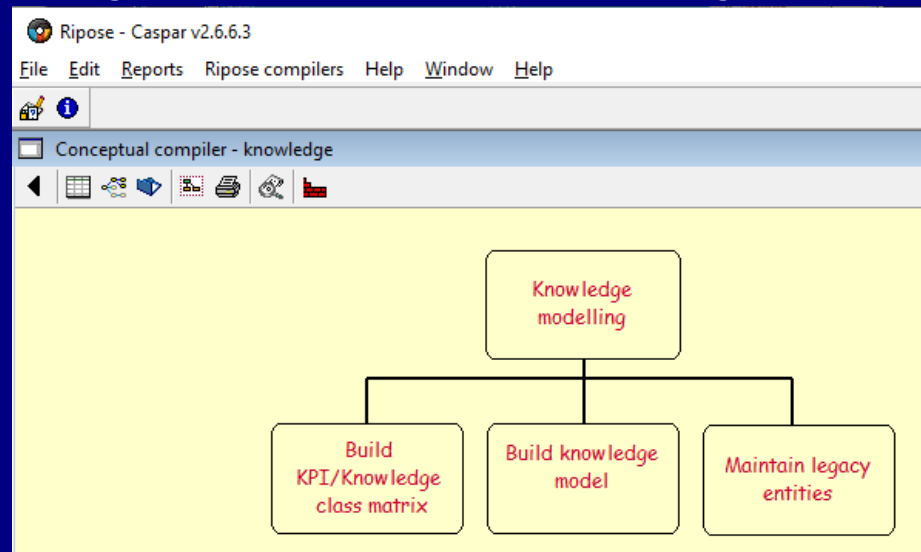
'Convenient Truth' is spread by the belief the 'data' is the only 'thing' that provides a clear understanding of business-centric operatives' needs.

'Factual Evidence' is the proof that 'data' is a poor substitute for 'knowledge'.

The rules for managing knowledge are as follows:

Factor	Activity	Class
limit	Keep things as small as possible for as long as possible	From SWOT
differentiate	Separate sections into appropriate classes or phases	Entity types
		Not Data
integrate	Ensure all phases are fully aligned	With Measures
focus	Prioritise the work	Strategies

On selecting knowledge from the main window the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

1. Close window
2. Build KPI knowledge class matrix
3. Build knowledge model
4. Maintain legacy entities
5. General maintenance functions
6. Knowledge repository reports
7. The other 2 functions are reserved for development

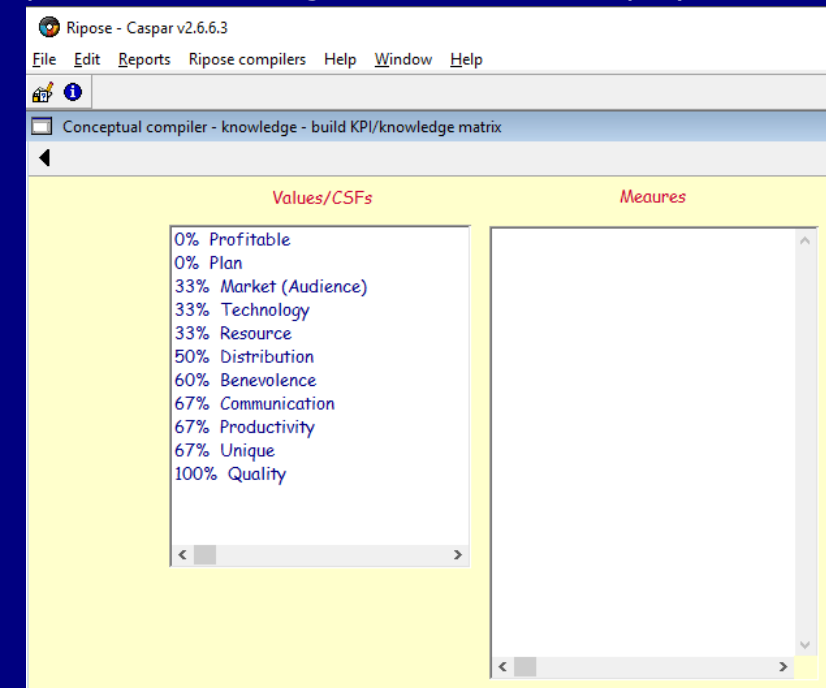
Content of screen

- Right click anywhere on the screen and a drop down menu will appear. Then select the appropriate option
- Click on any of the lower 3 boxes

Build KPI knowledge class matrix

This function is used to build a matrix linking a measure to the 23 fundamental entities. It is an optional function.

On selecting this option the following window will be displayed:



There are 2 functional areas:

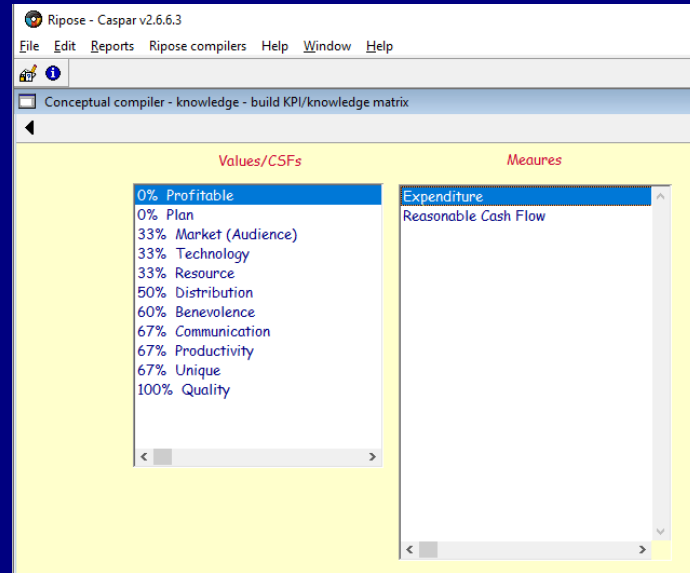
1. Tool bar
2. Content of the screen

Tool bar

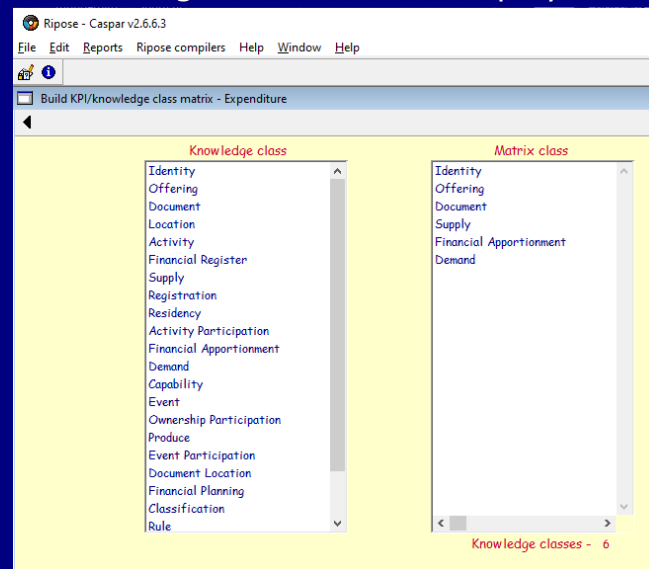
1. Close window

Content of the screen

Select a Value and the measures will be displayed in the right hand list



Select a measure and the following window will be displayed:



If the matrix has any fundamental entities attached to it they will be displayed.

There are 2 functional areas:

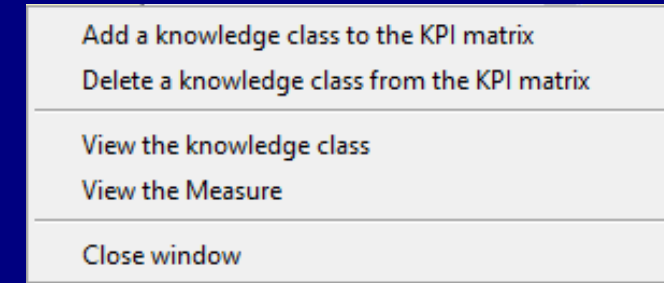
1. Tool bar
2. Content of the screen

Tool bar

1. Close window

Content of the screen

Right click anywhere on the screen and the following menu will be displayed:



The following options are available

- Add a knowledge class to the KPI matrix
- Delete a knowledge class from the KPI matrix
- View the knowledge class
- View the measure
- Close window

Add a knowledge class to the KPI matrix

Select a knowledge class > Double click (or drag and drop into the right hand list)

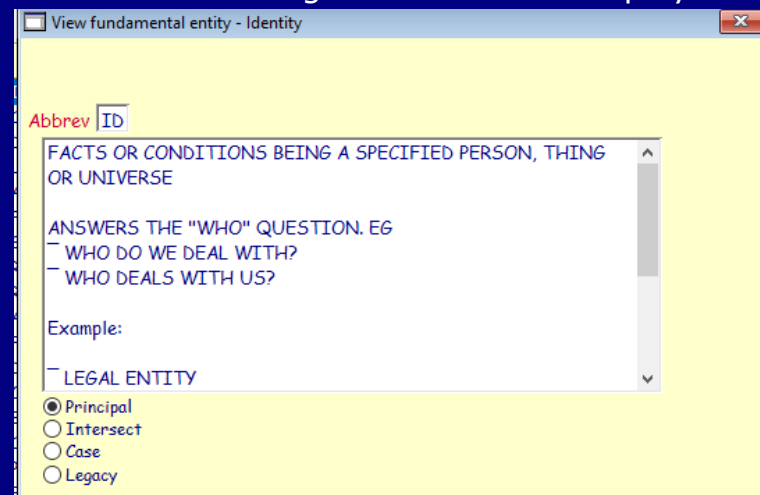
If the knowledge class already exists: You will receive a message otherwise the knowledge class will be added to the matrix

Delete a knowledge class from the KPI matrix

Select the knowledge class in the right hand list. If you have already started to model the knowledge for this measure the system will prevent you from removing it. If you have not started to add entities to this knowledge class you will be asked to confirm the removal.

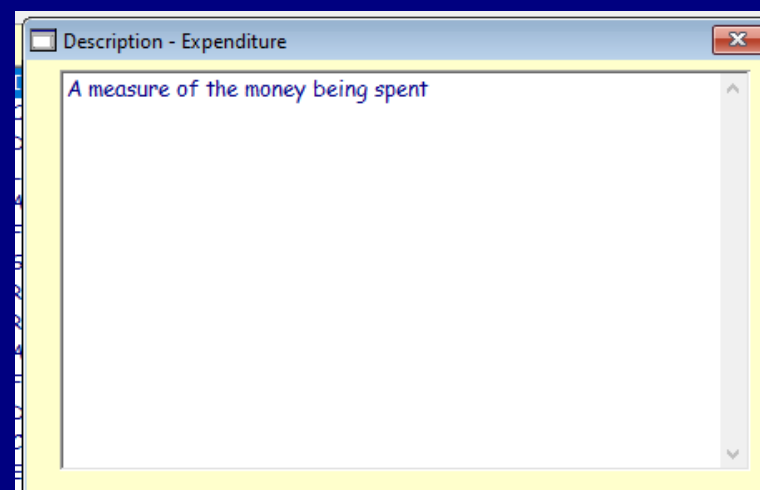
View the knowledge class

If this option was selected the following window will be displayed:



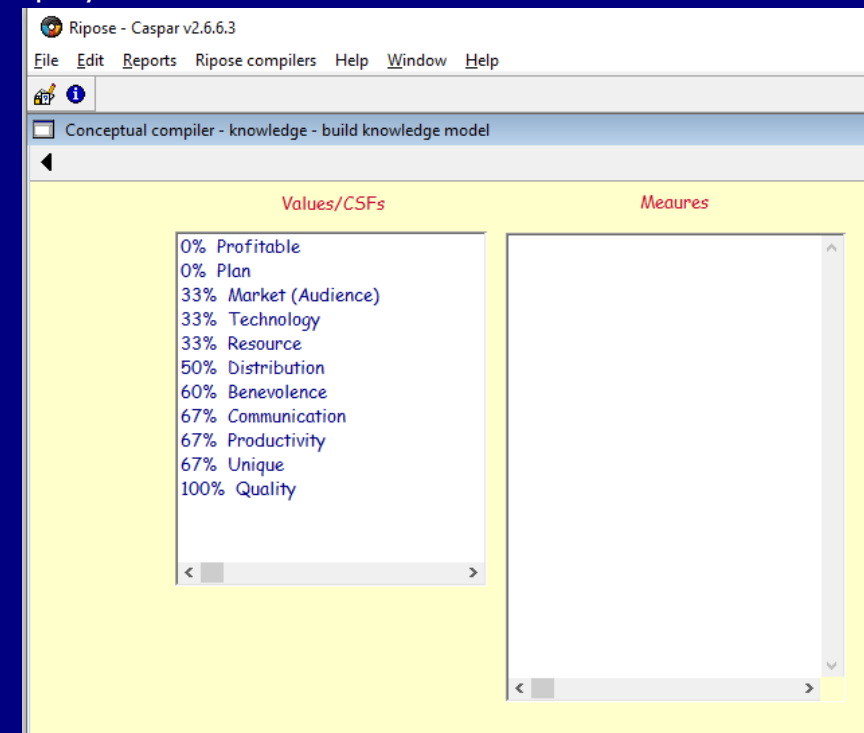
View the measure

If this option was selected the following window will be displayed:



Build knowledge model

This function is used to add entities to the measure model. If selected the following window will be displayed:



There are 2 functional areas:

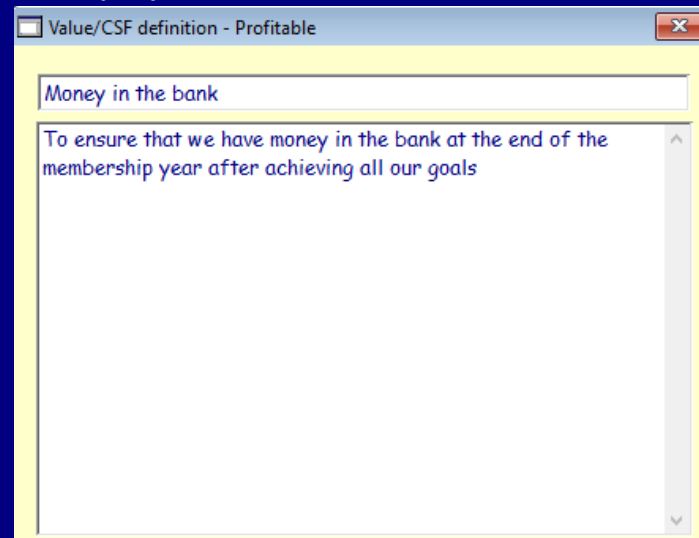
1. Tool bar
2. Content of the screen

Tool bar

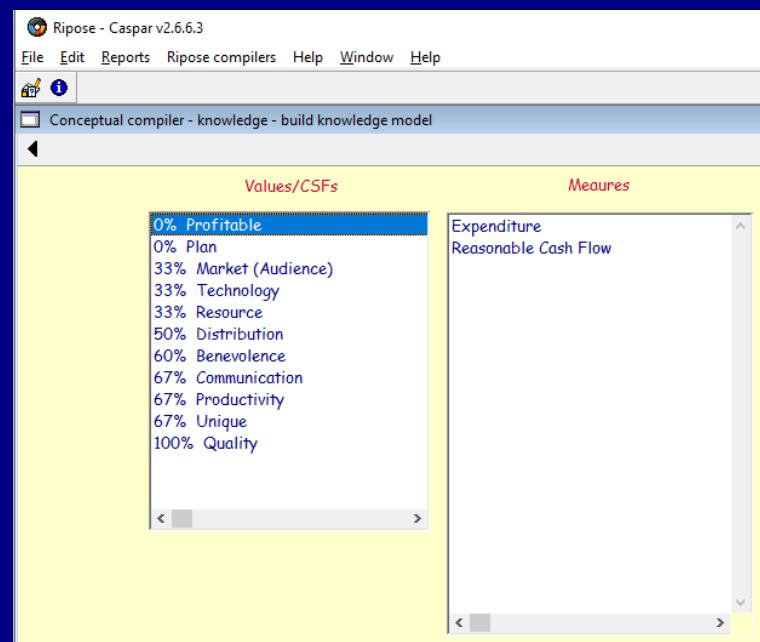
1. Close window

Content of the screen

Right click anywhere on the screen and a menu will pop. Select the View option and the following window will be displayed

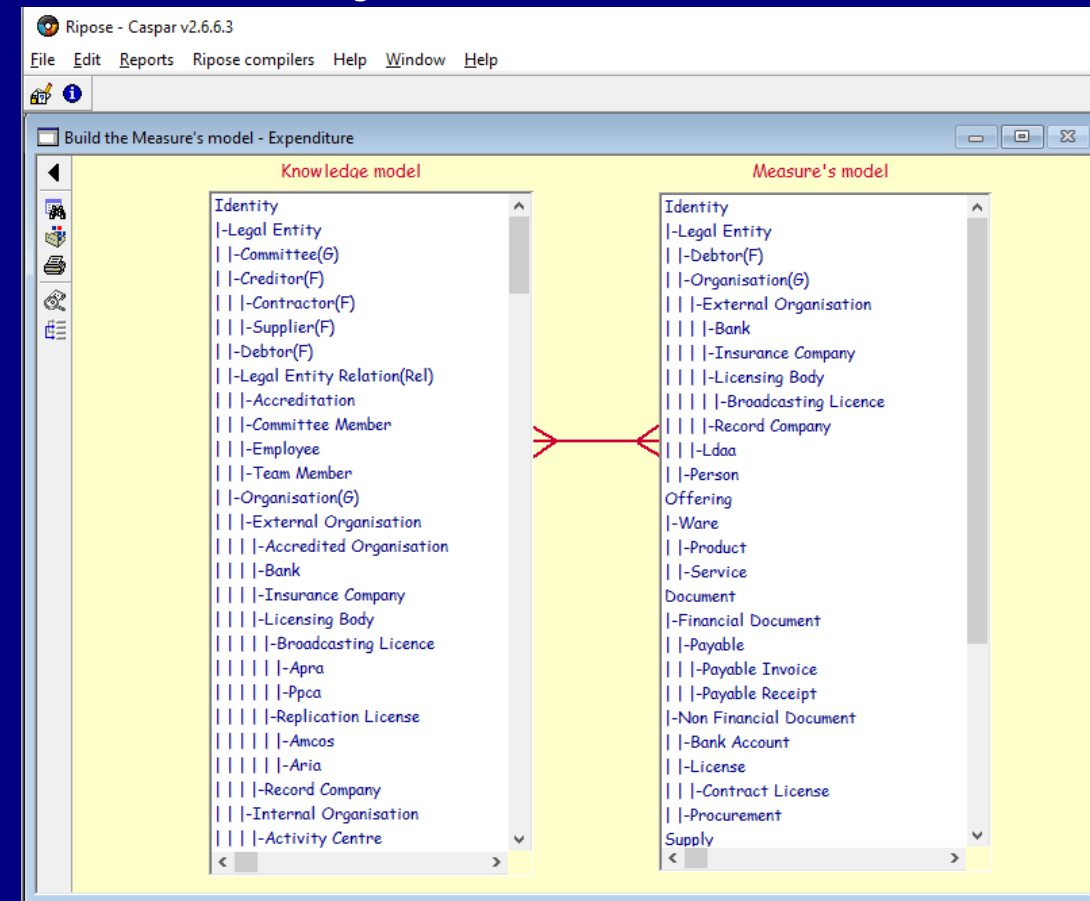


Select a value and the measures attached to the Value will be displayed in the right hand list:



Select the Measure and the next window will be displayed (a warning will be given if you neglected to build a Measure/Knowledge matrix which can be ignored a matrix will be built at this time):

The following window is used to manage the knowledge classes for each Measure. It will build the business knowledge model:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

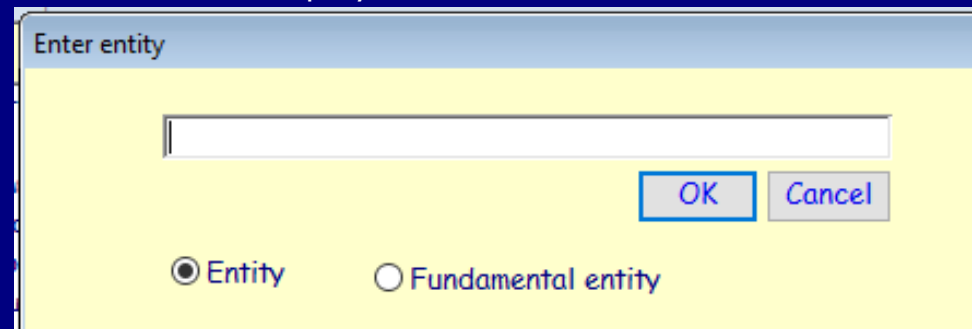
1. Close window
2. Find an entity
3. Duplicate the Measure model
4. List entities in the knowledge model
5. View measure
6. View associations

Content of screen

- Right click anywhere on the screen and a drop down menu will appear. Then select the appropriate option
- Click on an entity and right click to view menu options

Find an entity

The following window will be displayed:

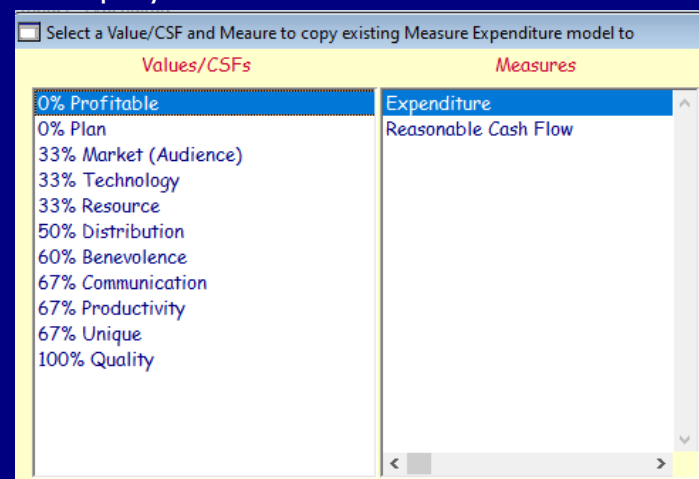


Functions:

- Enter an entity name
- Select whether an entity type (default) or Fundamental
- Cancel
- Ok – to accept. The list will be searched and if found will be selected

Duplicate the Measure model

This function enables you to replicate knowledge models. On selecting this option the following window will be displayed:



Functions:

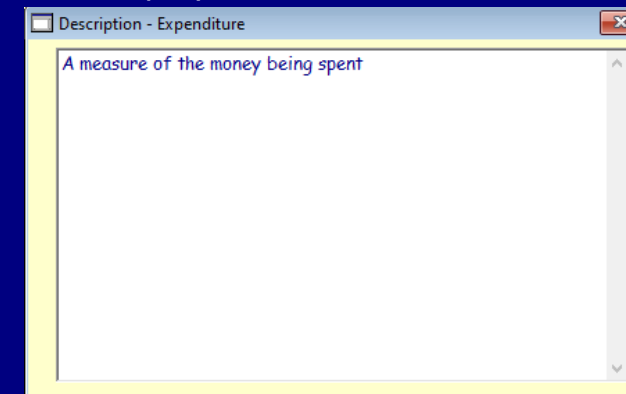
- Select another Value and Measure and the new Measure Knowledge model will be created
- Close window

List entities in the knowledge model

This will produce a report. You will have the option to print the descriptions as well.

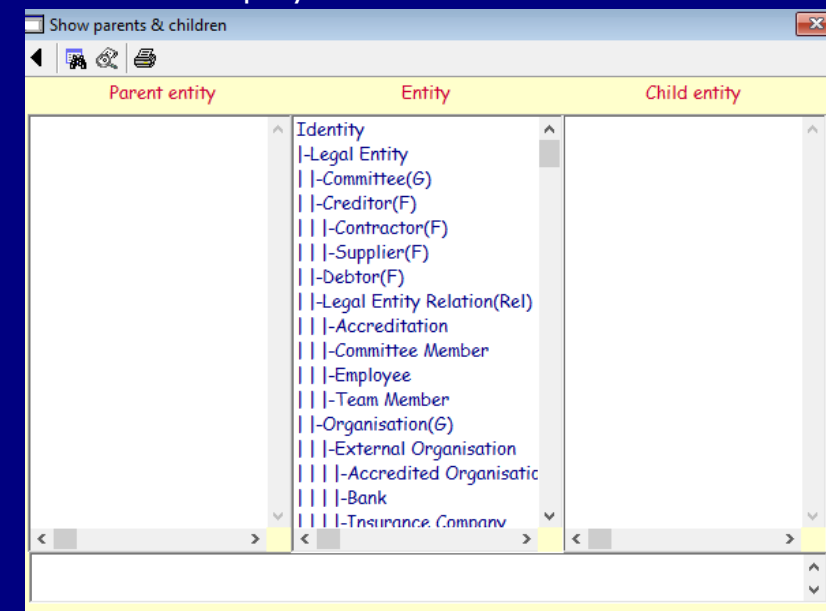
View measure

The following window will be displayed:



View associations

The following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

1. Close window
2. Find an entity – see previous panel
3. View the entity – displays the information about the entity
4. List associations – produces a list of all associations

Content of View association screen

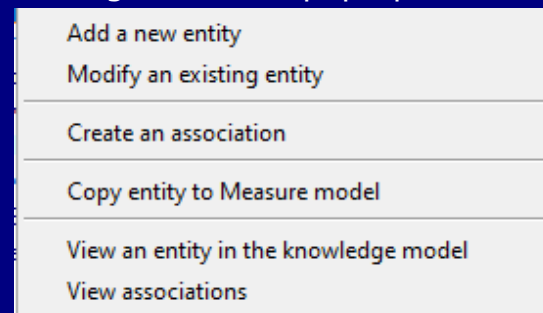
The window has 4 sections:

- The parent entity – On selecting an entity in the middle list the owner/s of the entity will be displayed
- Entity – The entity of focus
- Child entity – Lists all the linked entities
- The degree of the association – Select any entity in any of the 3 lists and the type of association will be displayed as either a:
 - Subset
 - Super-set
 - One to many

Continuation of content on knowledge class window

Once the entity has been located select it from the left hand list then:

- Double click (or drag and drop entity into the right hand list)
- Right click and the following menu will pop up:

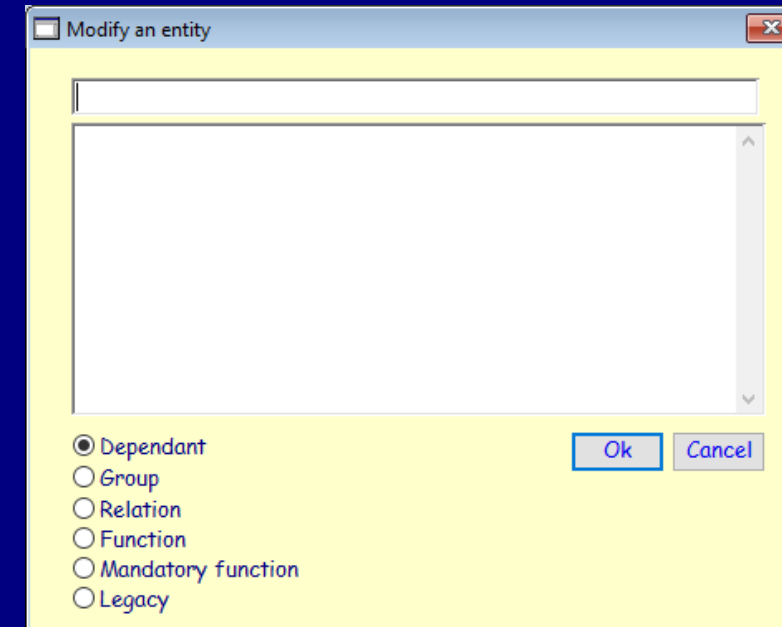


Functions:

- Add a new entity
- Modify an existing entity
- Create an association
- Copy entity to Measure model (same as double click or drag and drop)
- View an entity in the knowledge model
- View associations – [See previous instructions](#)

Add a new entity

This function will add a new entity into the hierarchy of the selected entity. The following window will be displayed:



Functions:

- Enter the name (the system will reject duplicates)
- Select the entity type ([reading material from RA2 course](#))
- Ok or press enter
- Cancel to reject

Modify an existing entity

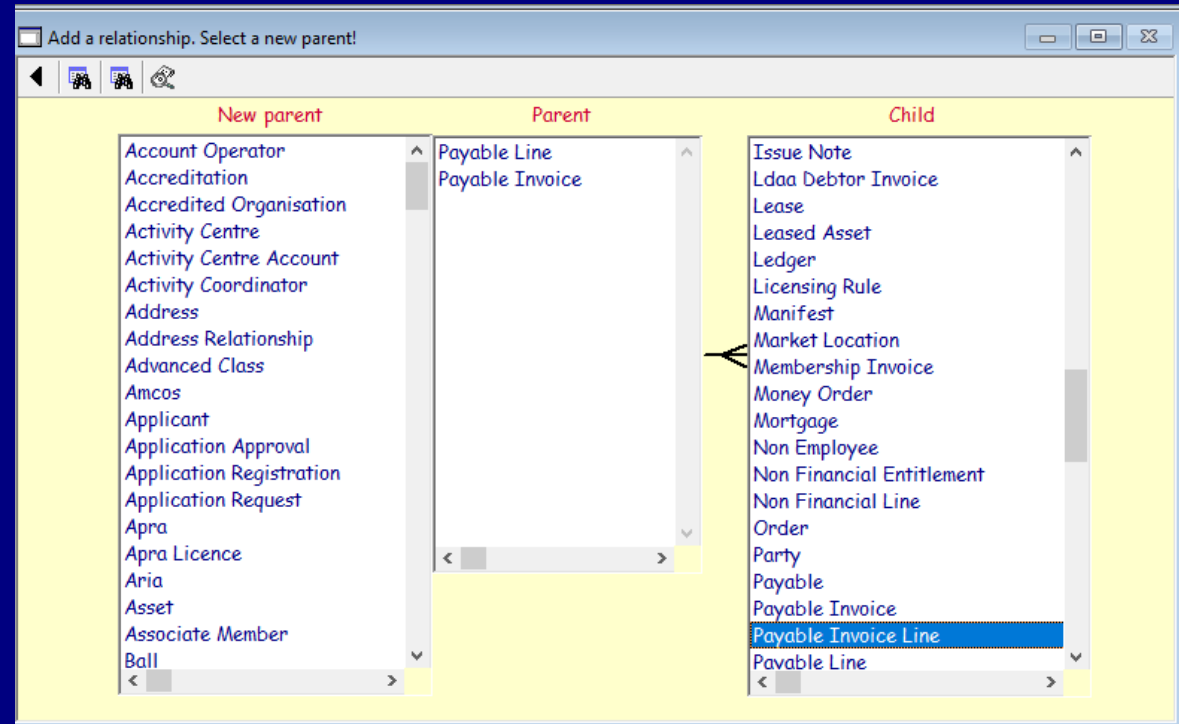
See Add a new entity

Create an association

This function is used to link entities in a one to many relationship (see lecture for the RA2 on [Lecture 9e](#)). Use of associations:

1. All associations are regarded as 'one to many'. The 'many-to-many' relationships are resolved by the intersecting fundamental classes
2. The nature of association (mandatory or optional) will be established in the 'transformation' of the logical data model stage – see [Lecture 13](#) for the RA5
3. Associations determines strategies and tactics See next section

On selecting an entity the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

1. Close window
2. Find a parent entity – A window will be displayed. Enter entity name. If the entity exists it will be highlighted in the left hand list. If selected it will be added to the middle list
3. Find a child entity - window will be displayed. Enter the entity name. If the entity exists it will be highlighted in the right hand list. The existing parents will be displayed in the middle window
4. View associations – [See previous instructions](#)

Content of screen

After selecting a child entity the following functions are available:

- Select new parent and double click or drag and drop into middle list
- Select an existing parent and you will be asked to conform the deletion

End of Knowledge functions

[< Back](#)

Strategic architecture

Background reading:

- From '[Breaking the Systems Barrier](#)'
- [Strategic management](#)
- [Strategising the strategy](#)

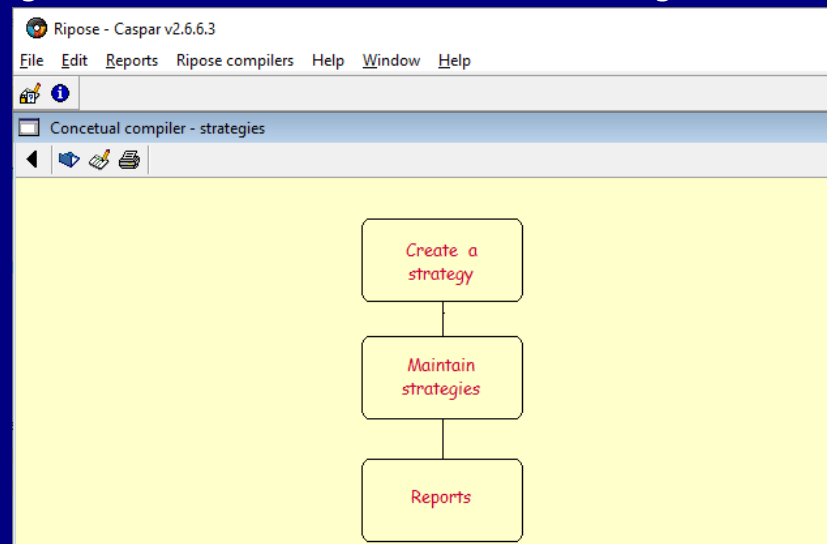
The rules for managing strategies are as follows:

Factor	Activity	Class
limit	Keep things as small as possible for as long as possible	5 Strategies
differentiate	Separate sections into appropriate classes or phases	Strategies
		Tactics
integrate	Ensure all phases are fully aligned	With Knowledge
focus	Prioritise the work	Logic

If you decide to follow any other approach to strategies be prepared to fail spectacularly.

Strategies

On selecting strategies from the main window the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

1. Create a strategy
2. Maintain strategies
3. Strategy report

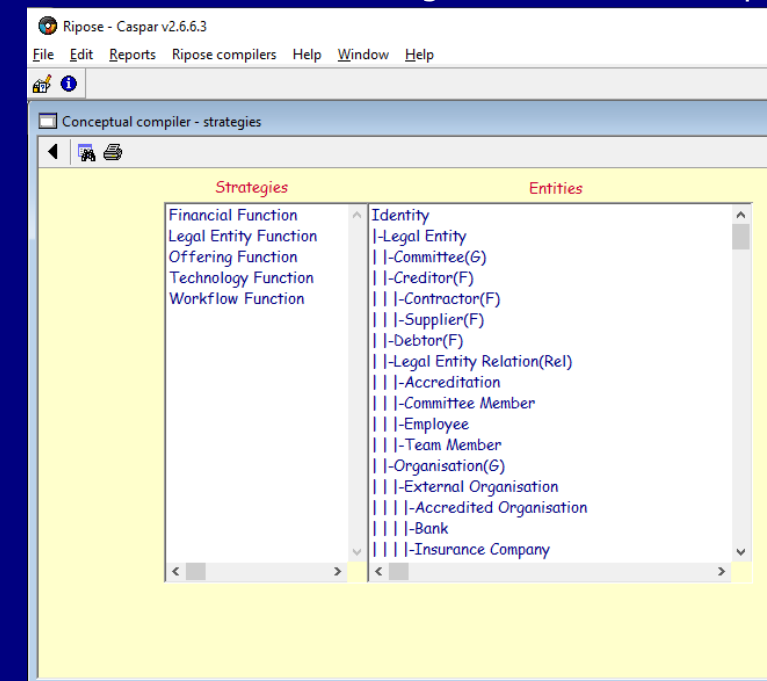
Content of screen

- Right click anywhere on the screen and a drop down menu will appear. Then select the appropriate option
- Click on any of the 4 boxes

Create a strategy

As there are only 5 generic strategies this function is not really needed. Use with discretion.

On selecting the create function the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

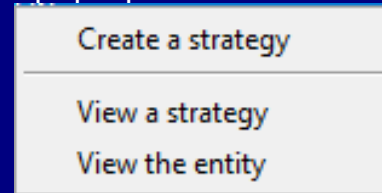
1. Close window
2. Find an entity
3. Print entities not in a tactic

Content of the screen

Click on the strategy in the left hand list. The allocated entity will be found and highlighted in the right hand list.

Find an entity or select one in the right hand list then:

- Right click and a menu will pop up

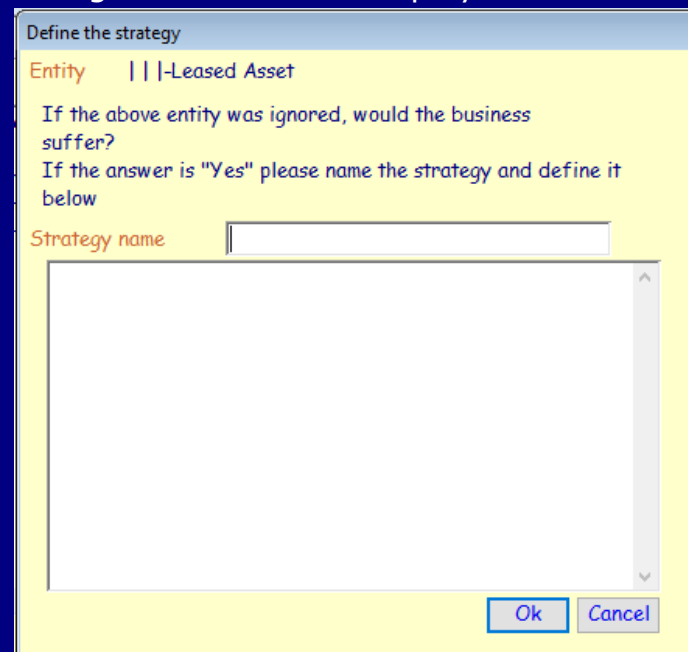


- Select an option
- Double click on the entity

Create a strategy

If the entity is already allocated to a strategy a warning message will appear.

If not allocated the following window will be displayed:

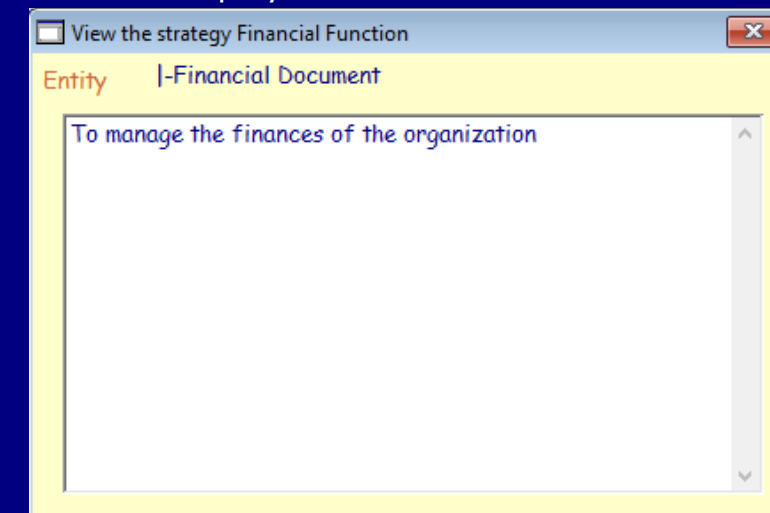


Functions:

- Enter a name of the strategy
- Enter a description
- Ok or press Enter to accept
- Cancel to reject

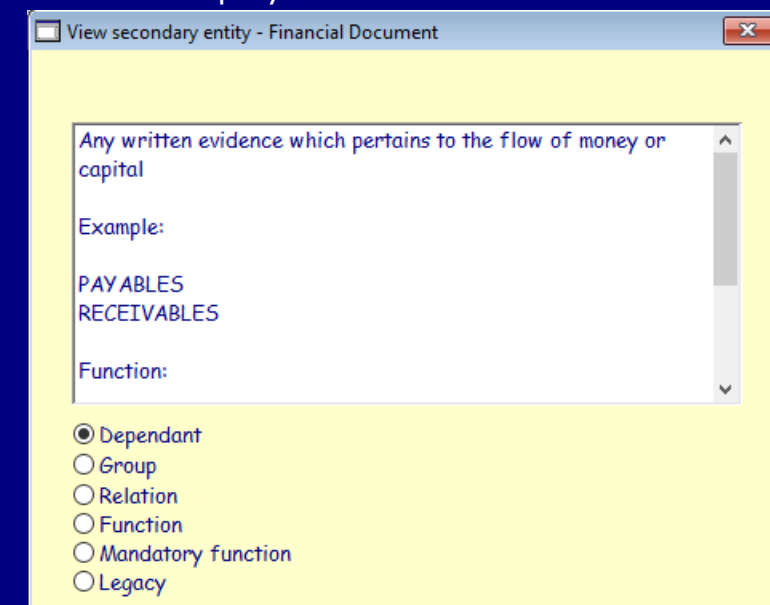
View a strategy

The following window will be displayed:



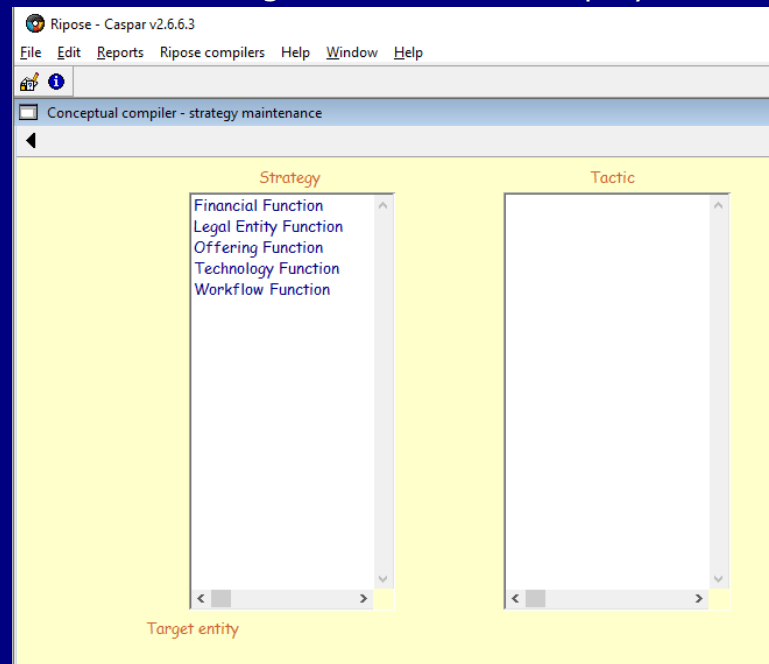
View an entity

The following window will be displayed:



Maintain a strategy

On selecting this option the following window will be displayed:



There are 2 functional areas:

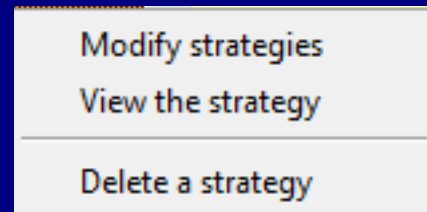
1. Tool bar
2. Content of the screen

Tool bar

1. Close window

Content of the screen

Select a strategy > The tactics will be displayed in the right hand list > The allocated entity will be displayed > Right click and the following menu will pop up:



The following functions are available

1. Modify strategy
2. View the strategy
3. Delete the strategy

Modify strategy

The window to create a strategy will be displayed.

View a strategy

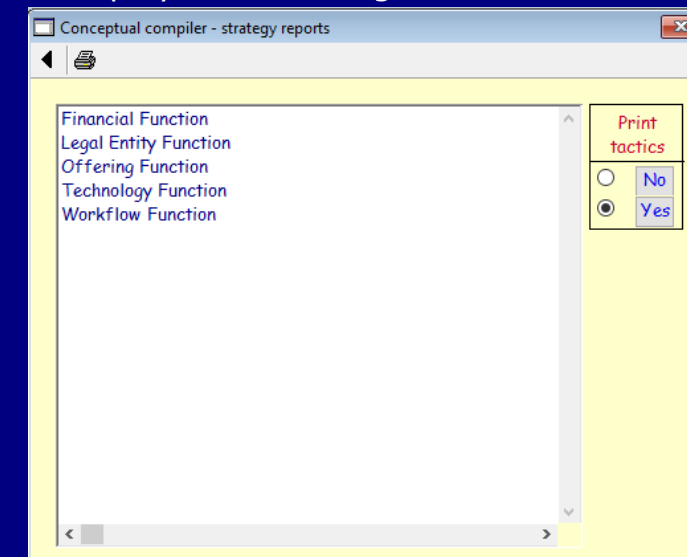
See previous page.

Delete a strategy

Can only be done if there is no tactic.

Reports

Selecting this option will display the following window:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

1. Close window
2. Print all

Content of the screen

To choose whether or not you want to print the tactics.

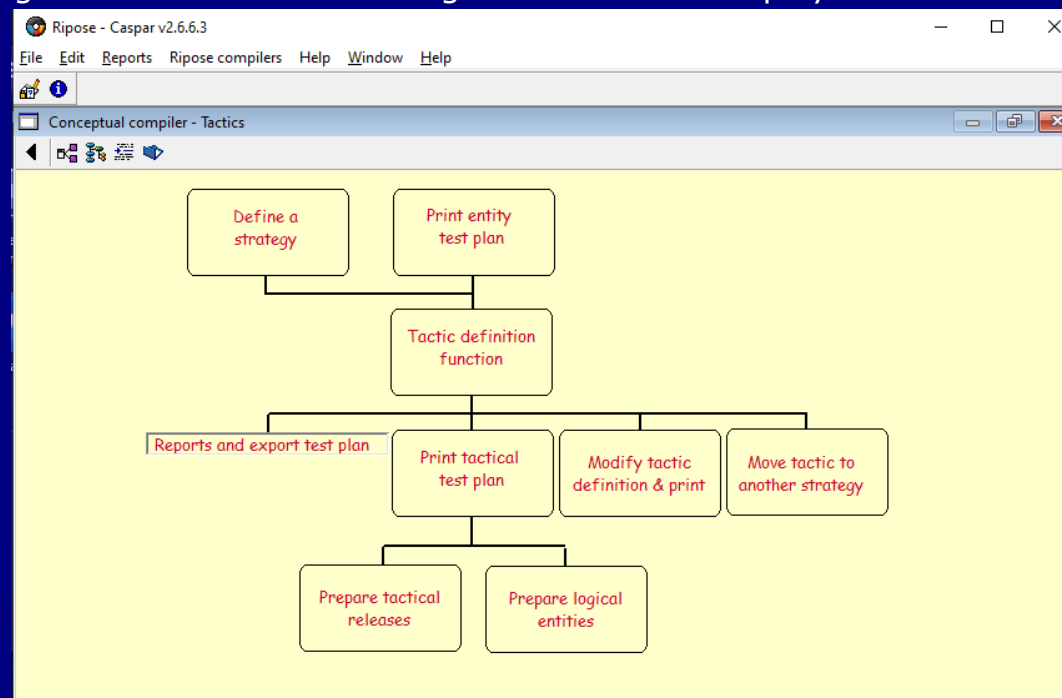
Tactics (systems)

Tactics are probably the most difficult to manage of all the business concepts. This is because a tactic may take weeks, if not months, to prove to be efficient and effective. Brainstorming tactics is possibly the worst approach. What if:

1. The wrong tactic is chosen?
2. It takes weeks or months to disprove the chosen tactic?

This is why this section is probably the most comprehensive and detailed of all the functions. This is why the RA3 has to be able to understand and work with the knowledge model in order to ensure no tactic will ever be wrong.

On selecting this function the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

1. Close window
2. Define a strategy – See previous section
3. Define a tactic
4. Move tactic to another strategy
5. Prepare logical entities

Content of the screen

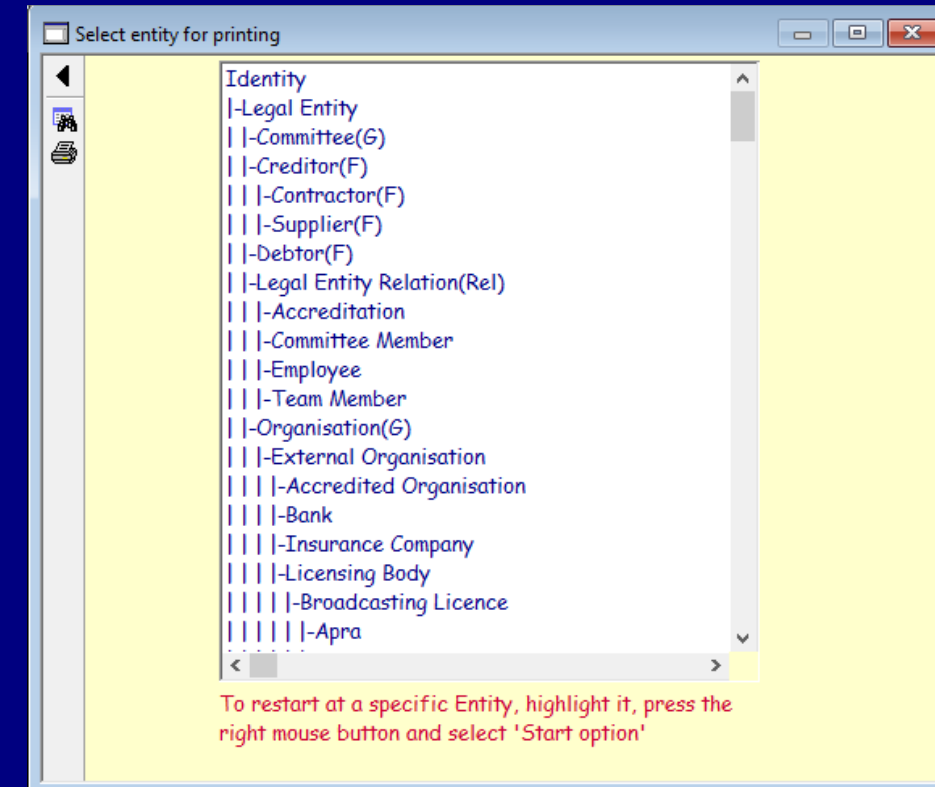
There are 8 options and one menu to manage tactics

Define a strategy

See previous section

Print entity test plan

This option will provide you with a list of all entities that need to be managed by a tactic. On selecting this option the following window will be displayed:



There are 2 functional areas:

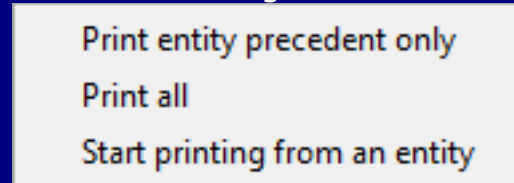
1. Tool bar
2. Content of the screen

Tool bar

1. Close window
2. Find an entity
3. Print entities not supported by a tactic

Content of the screen

Select an entity > Right click > the following menu will be displayed:

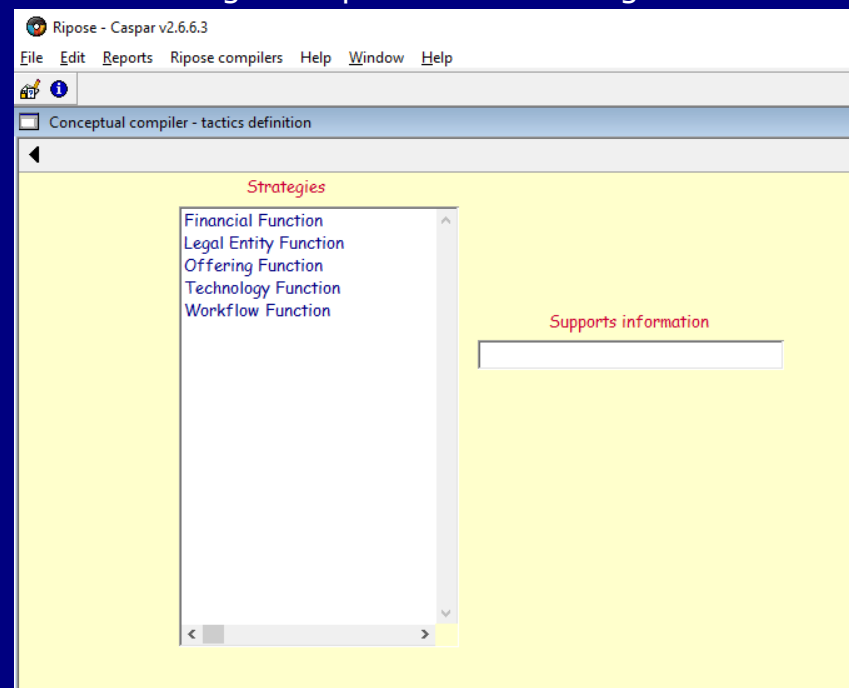


Menu options:

- Print entity precedent only: This will produce a listing, in priority sequence, of the chosen entity. It will also show the 'state' of the entity (whether the entity has been selected by a previous RA 5 to be ready for being transformed from a conceptual object into a logical object which will create it as part of the logical data model). This is the same as selecting option 3 from the tool bar
- Print all: This will produce a listing of the state of every entity in the knowledge model
- Start printing from an entity: This will produce the previous list starting from the chosen entity

Tactic definition function

To manage tactics. On selecting this option the following window will be displayed:



There are 2 functional areas:

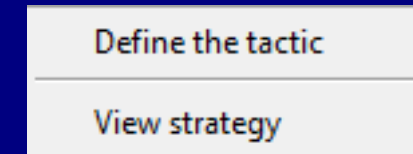
1. Tool bar
2. Content of the screen

Tool bar

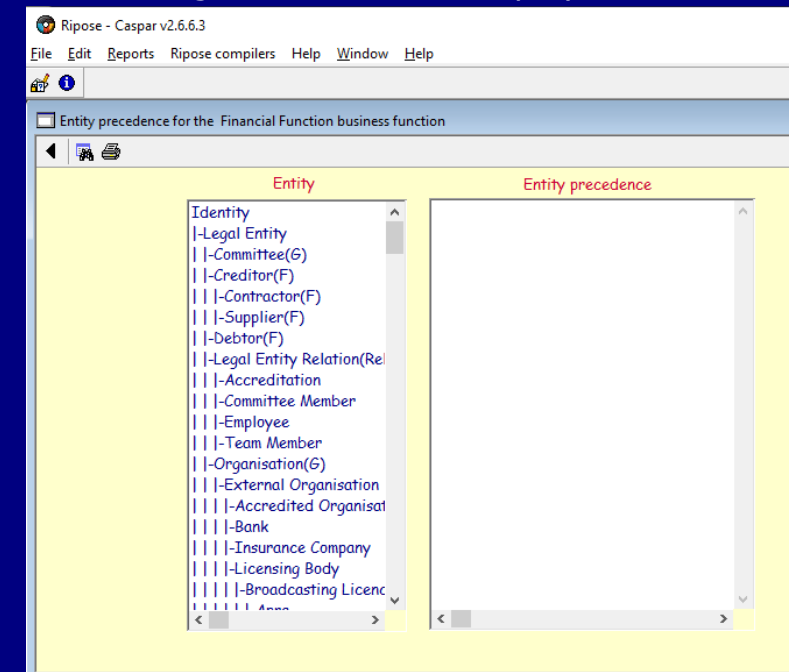
1. Close window

Content of the screen

- Select a strategy > The entity allocated to the strategy will be displayed
- Right click on the strategy and the following menu will be displayed:



Define the tactic: The following window will be displayed:



There are 2 functional areas:

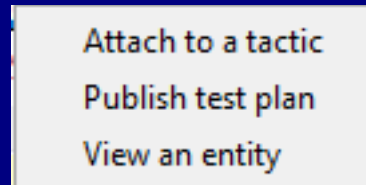
1. Tool bar
2. Content of the screen

Tool bar

1. Close window
2. Find an entity
3. Print entities not supported by a tactic

Content of the screen

Select an entity > the entity will appear in the right hand list in its order of precedence
> Right click and the following menu will be displayed:

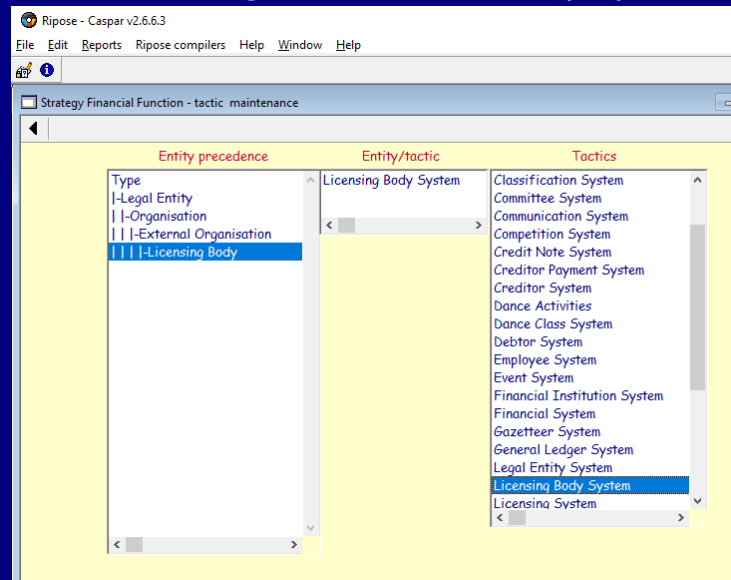


Menu options:

- Attach to a tactic: To attach the entity to a tactic (may require the creation of a new tactic)
- Publish test plan: See previous reference (page 31)
- View an entity: Will display a window containing the details

Attach to a tactic

On selecting this notion the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

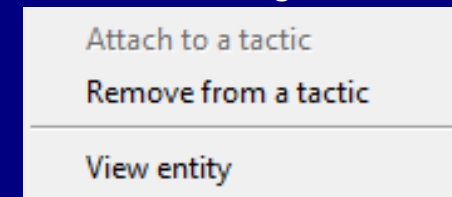
1. Close window

Content of the screen

1. Entity precedence - left hand list
2. The tactic that the entity is already attached to (blank if unattached) – middle list
3. The list of all tactics – right hand list

Entity precedence:

Select an entity > Right click and the following menu will be displayed:



Menu options:

- Attach to a tactic: Greyed out if entity is already attached
- Remove from tactic: If previous selection was incorrect. Cannot be done if the entity is already in a release
- View entity: To obtain a description of the entity

Attach to a tactic

Select a tactic in the right hand list > Select the entity in left hand list and drag it to the middle list

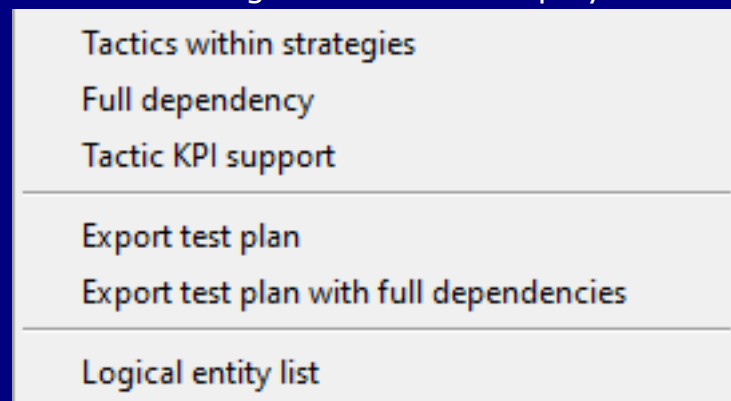
Remove from a tactic

Can only be done if the entity has not been allocated to a release

End of Tactic definition function

Report menu

On selecting this option the following menu will be displayed:



The following options are available:

1. Tactics within strategies – produces a list in strategy/tactical precedence order
2. Full dependency – produces a list of full dependencies
3. Tactic KPI supported – produces a list of tactics and the measures they support
4. Export test plan – Produces a .txt file (in the directory in the ripose.ini file). It can be opened with any spreadsheet program using the comma as a delimiter. Headings as:Phase,Strategy,System name,Dependent function,Dependent system,Dependent entity,Phase 1,Phase 2,Phase 3,Phase 4,Phase 5,Phase 6,Phase 7,Phase 8,Phase 9,Phase 10,Phase 11,Phase 12,Phase 13,Phase 14
5. Export test plan with full dependencies – same as 4 (may be removed in a later release)
6. Logical entity list – Not currently useful. Replaced by 4 and 5

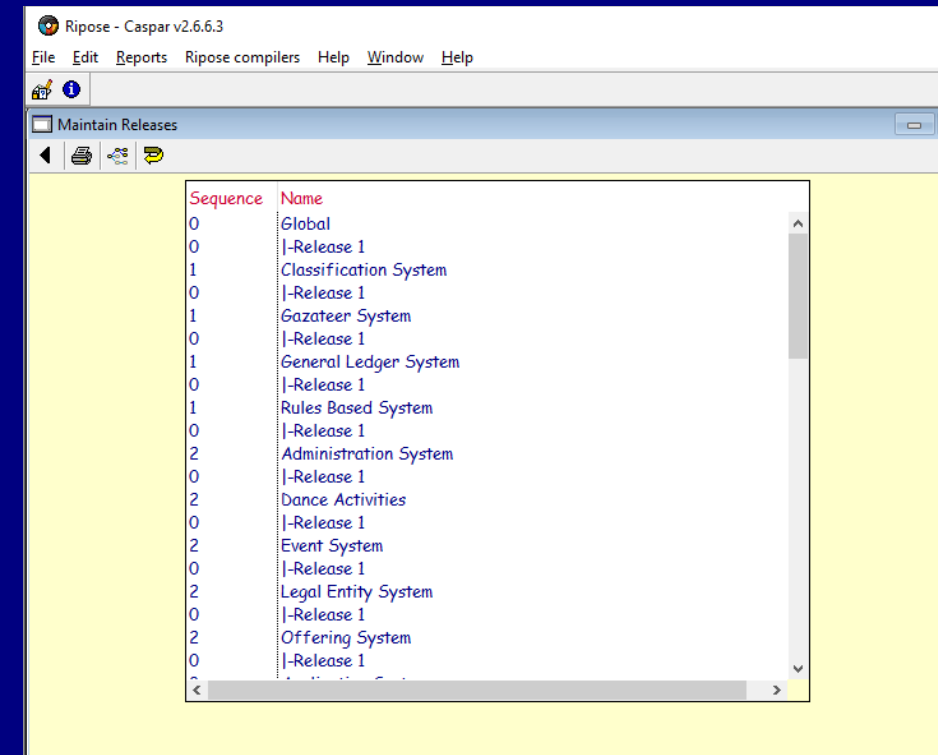
End of report menu items

Print tactical test plan – an interim report showing entities in their tactical sequence

Prepare tactical releases

This function allocates releases to each tactic and is optional (use only if you want to use the release planning function available from the main window toolbar).

On selecting this option the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

1. Close window
2. Publish – To produce a print out of each entity in its appropriate releases
3. List report – This will produce a listing outline of the entities in development priorities within each release
4. Deselect a selected line

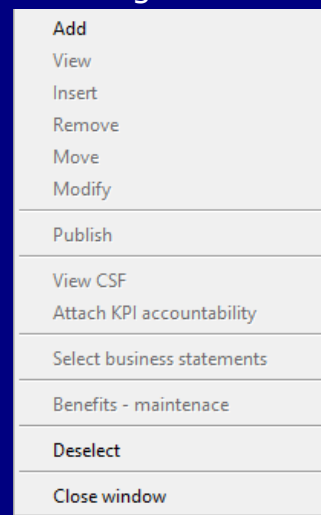
Content of the screen

The following options are available (a menu will appear with options that will be greyed out depending on where the cursor was at the time of the selection):

- Select a tactic
- Select a release

Right click on the selected item

If this option is selected then the following menu will appear:

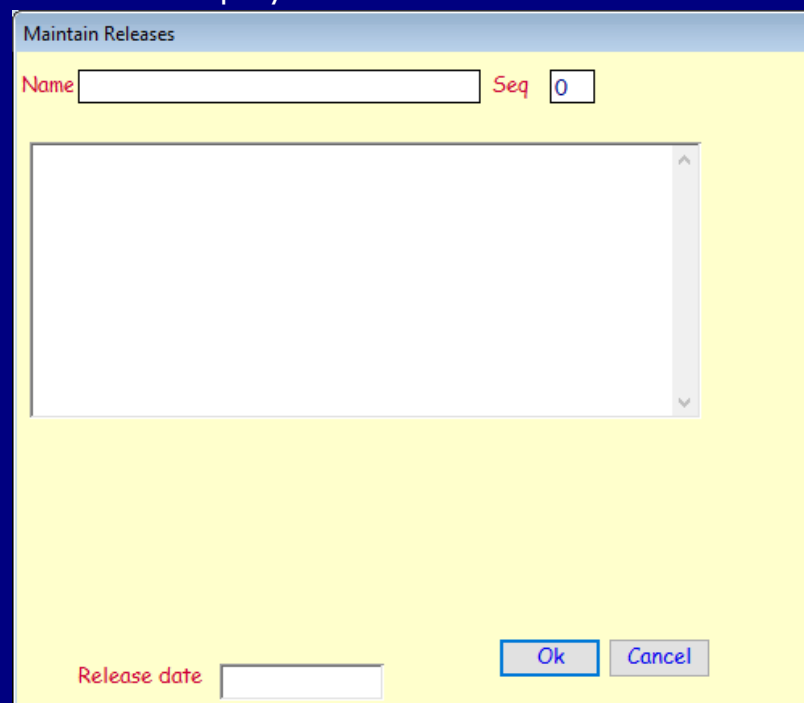


Functions:

- Add a new release
- Deselect
- Close window

Add a new release

The following window will be displayed:

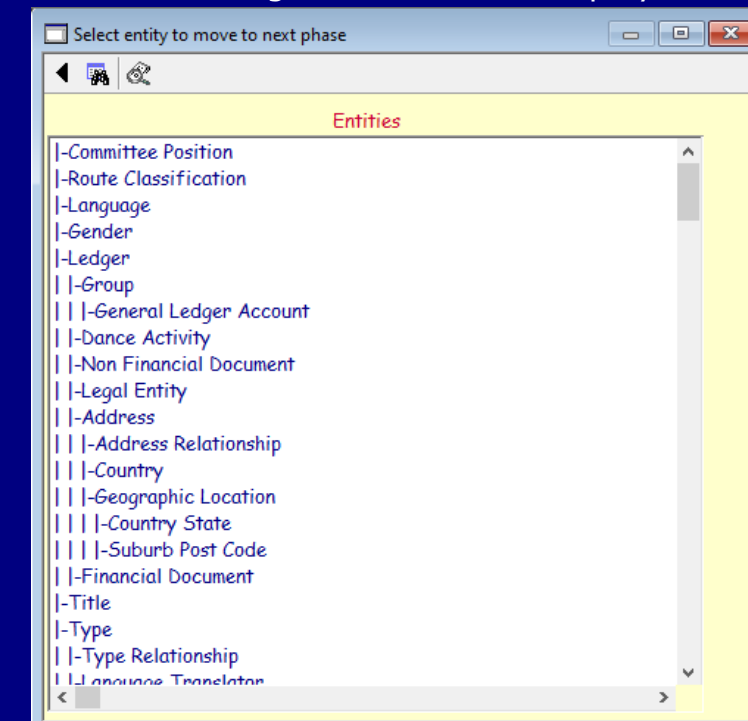


- Enter a name of the release > Sequence number (to control the position of the entry) > A description > Approximate release date
- Ok (or press Enter to accept)
- Cancel to reject

Prepare logical entities

This function will change the status of an entity from conceptual to logical and vice versa. This is the last step the RA3 needs to carry out in order to pass the entities across to the RA 4, 5 & 6.

On selecting this option the following window will be displayed:



There are 2 functional areas:

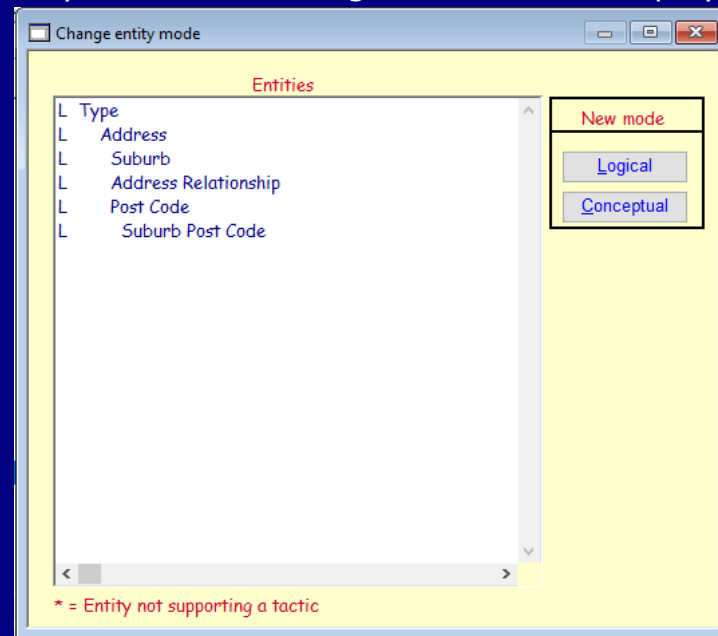
1. Tool bar
2. Content of the screen

Tool bar

1. Close window
2. Find an entity
3. View an entity

Content of the screen

Double click on any entity and the following screen will be displayed:



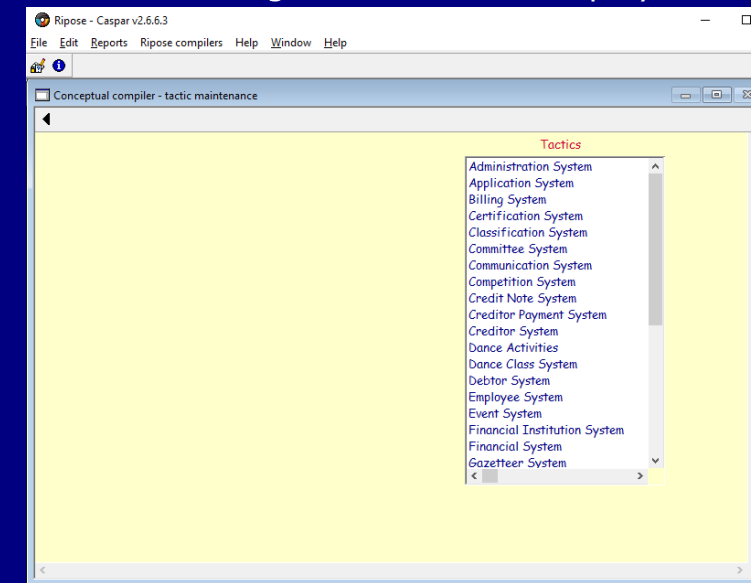
- Select an entity
- If it is conceptual and you want to move it to the Logical phase select the Logical button
- If it is logical and you need to add an additional association or move it or insert a parent or insert a sibling to it then select the Conceptual button

Print tactical test plan

Same as on previous page.

Modify tactics and reports

On selecting this option the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

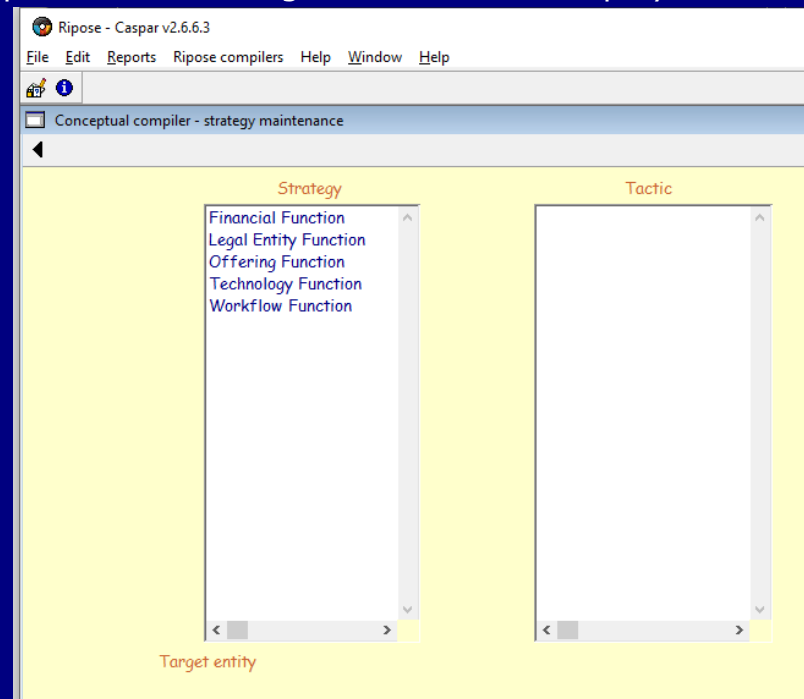
1. Close window

Content of the screen

Select a tactic and the modify tactic window (as for adding one) will be displayed

Move tactic to another strategy

On selecting this option the following window will be displayed:



There are 2 functional areas:

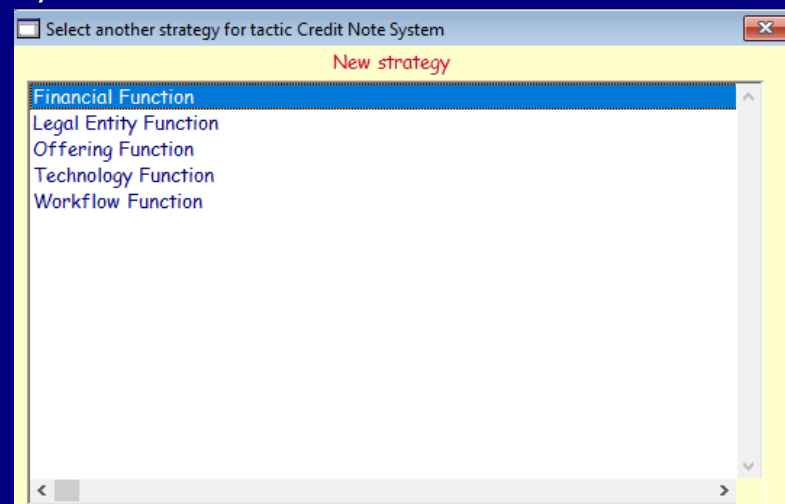
1. Tool bar
2. Content of the screen

Tool bar

1. Close window

Content of the screen

Select a strategy and the tactics will be displayed > Select a tactic and the following window will be displayed:



Select the new strategy

End of Tactical and Conceptual functions
[< Back](#)

Logical Compiler

Access to this compiler is afforded to Ripose Architects Grades 0, 3, 4, 5 and 6.

This compiler provides the capability to define and maintain the following technology-centric objects:

1. Facts
 - Attributes – RA4
 - Logical data model design - RA5
2. Processes and Applications - RA6

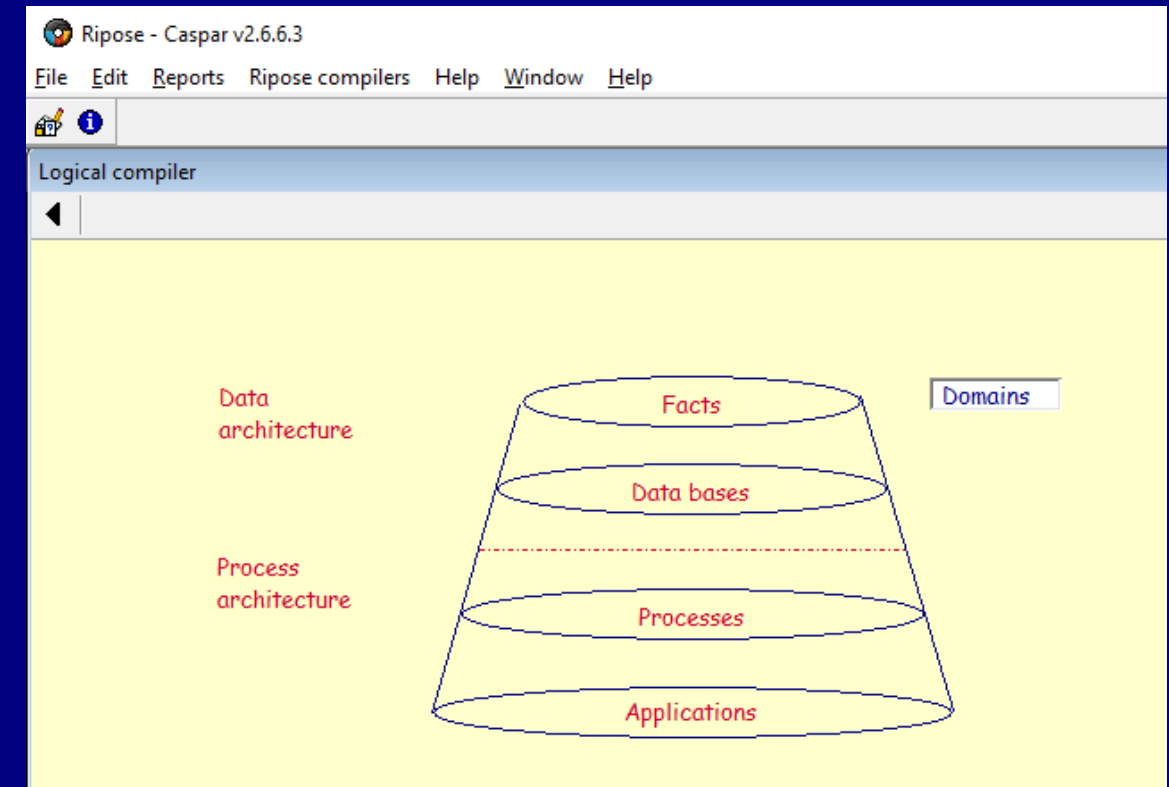
The rules for managing Logic are as follows:

Factor	Activity	Class
limit	Keep things as small as possible for as long as possible	3 sections
differentiate	Separate sections into appropriate classes or phases	Data
		Projects
		Applications
integrate	Ensure all phases are fully aligned	Objectives
		Knowledge
		Strategies
focus	Prioritise the work	Data

Note:

The operating instructions of this section will remain a Work In Progress until at least one RA4 is ready to use Caspar. The reason behind this is that the entire content of the Logical Compiler depends on having all the components of the Conceptual Compiler fully defined.

On selecting the icon in the tool bar or placing the cursor over the words 'Logical Requirements Compiler' on the Main Screen and activating the appropriate Mouse button the following window will be displayed:



Direct link to training courses:

- [RA4](#)
- [RA5](#)
- [RA6](#)

There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

1. Close window

Content of the screen

- Domains – Defines the field definitions of physical database management systems
- Data architecture
 - Facts – This is where the RA4 identifies and attaches attributed to the appropriate knowledge class (developed by the RA2 in the prioritise order as defined by the RA3)
 - Data models/databases – This is where the RA5 defines the logical data models
- Process architecture – Work carried out by the RA6
 - Processes – Defines high level activities
 - Applications – Create pseudo code

Domains

On clicking on this option the following menu will be displayed:

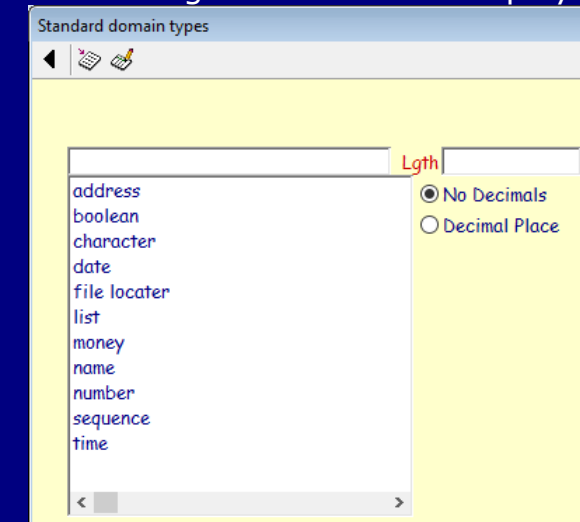
Standard DBMS	
Facts	Ctrl+1
Data bases	Ctrl+2
Processes	Ctrl+3
Applications	Ctrl+4

The following options are available:

- Standard
- DBMS
- Facts
- Data bases
- Processes – Contact Ripose Pty Limited if you need a new process
- Applications

Standard domains

On selecting this option the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

1. Close window
2. Add a new domain
3. Modify a domain

Content of the screen

Add a new domain

This is used to add a new standard type

Enter a name > If an real number select Decimal Place otherwise the default is No Decimals > enter a length > Ok or press Enter

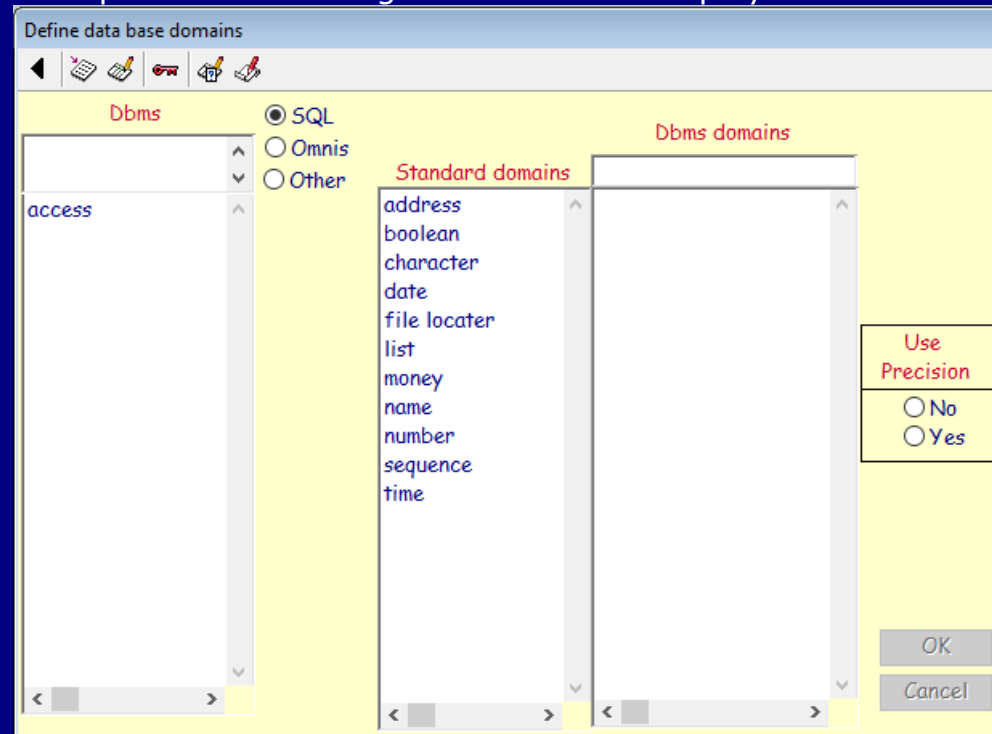
Modify a domain

Select a domain > Rename it > Change the length > Change the decimal option

DBMS

This option enables you to tailor any DBMS domain. These are the properties that will be appended to each database field when Caspar produces the Create SQL declaratives.

On selecting this option the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

1. Close window
2. Add a new DBMS
3. Modify a DBMS
4. Maintain foreign key and file switch type
5. Add a new standard domain type
6. Modify a standard domain type

Content of the screen

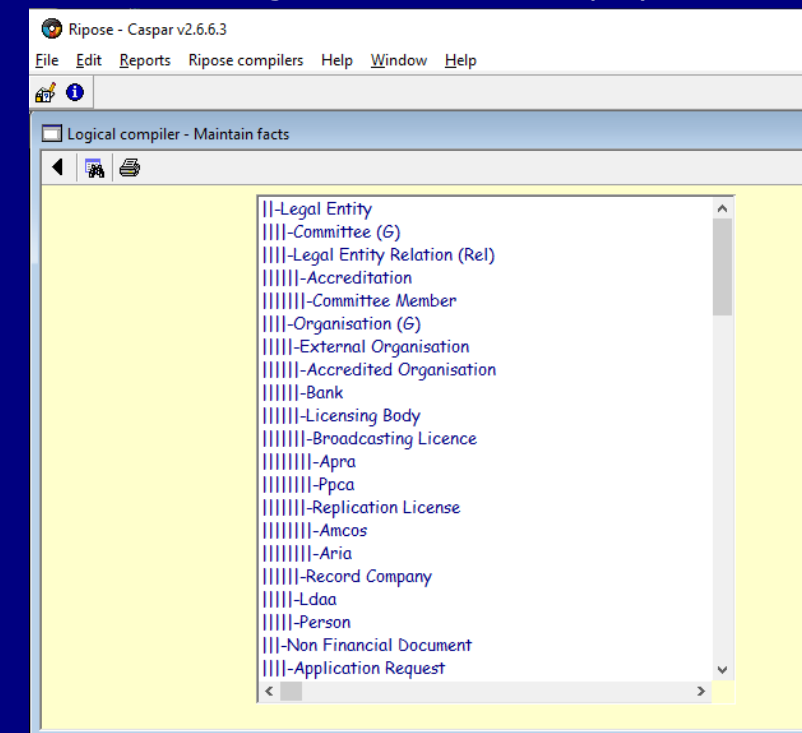
To be completed (see note on page 38)

Facts

The rules for managing Facts/data are as follows:

Factor	Activity	Class
limit	Keep things as small as possible for as long as possible	Data items
differentiate	Separate sections into appropriate classes or phases	Data from an Entity
integrate	Ensure all phases are fully aligned	Knowledge Strategies
focus	Prioritise the work	Projects

On selecting this option the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

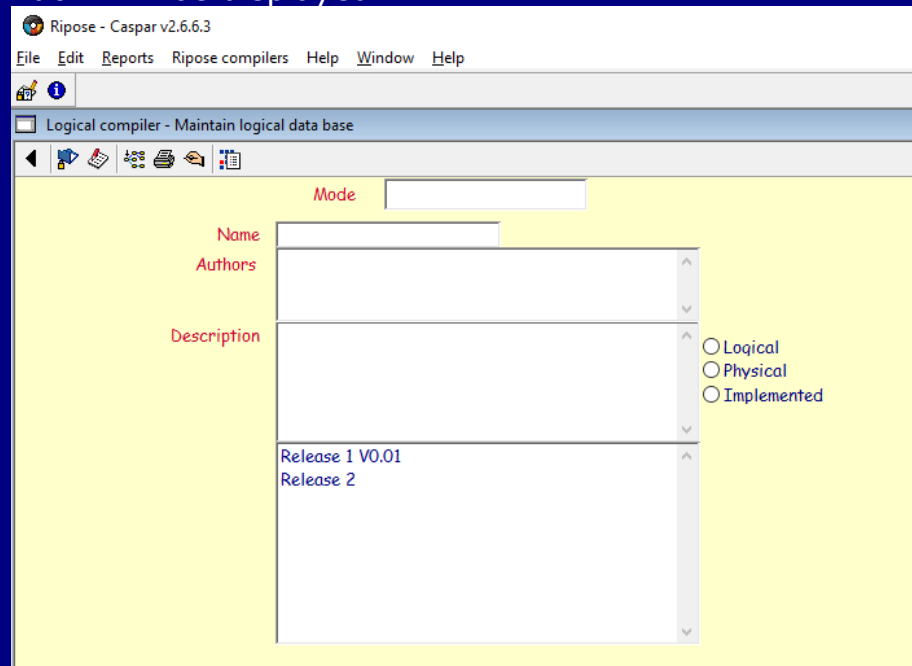
1. Close window
2. Find an entity
3. Publish

Content of the screen

To be completed

Data bases

This option will enable you to manage the logical data models. On selecting this option the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

1. Close window
2. Add a new design
3. Modify database description
4. Design a database
5. Publish
6. Clone
7. Export

Content of the screen

To be completed

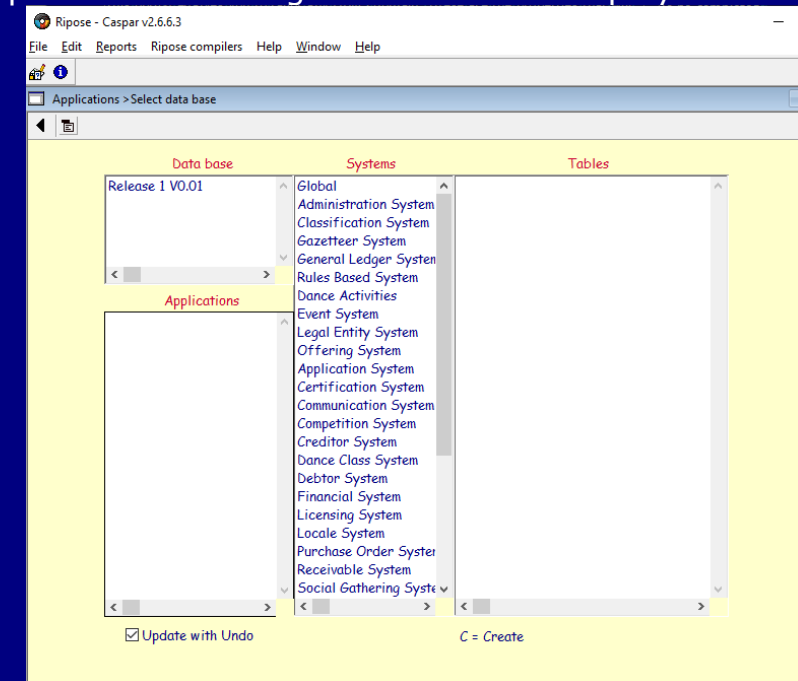
Applications

To be completed

The rules for managing Applications/Projects are as follows:

Factor	Activity	Class
limit	Keep things as small as possible for as long as possible	Subject Areas
differentiate	Separate sections into appropriate classes or phases	Clusters
integrate	Ensure all phases are fully aligned	Knowledge
		Strategies
		Data
focus	Prioritise the work	Applications

On selecting this option the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

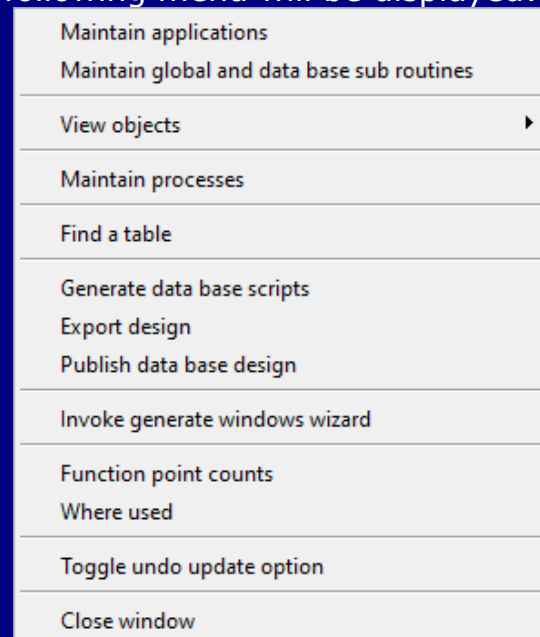
Tool bar

1. Close window
2. Add a new design

Content of the screen

To be completed

On selecting a release the following menu will be displayed:



Options:

To be completed

View objects

On selecting this option the following menu will be displayed:

Windows	Ctrl+W
Toolbars	Ctrl+T
Menus	Ctrl+M
Guis	Ctrl+G
Messages	Ctrl+E
Conditions	Ctrl+D
Arrays	Ctrl+A
Search patterns	Ctrl+S
Parameters	Ctrl+P
Workfields	Ctrl+F
Calculations	Ctrl+L
Operands	Ctrl+O
Functions	Ctrl+U
Reports	Ctrl+R

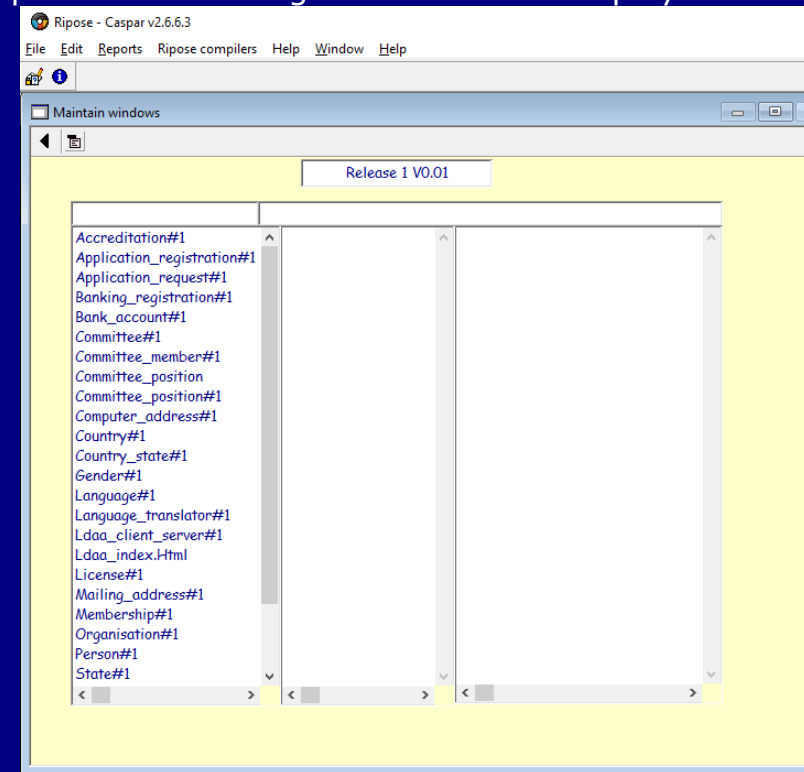
Options:

To be completed

Windows

To be completed

On selecting this option the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

Tool bar

1. Close window
2. Select an option

Content of the screen

To be completed

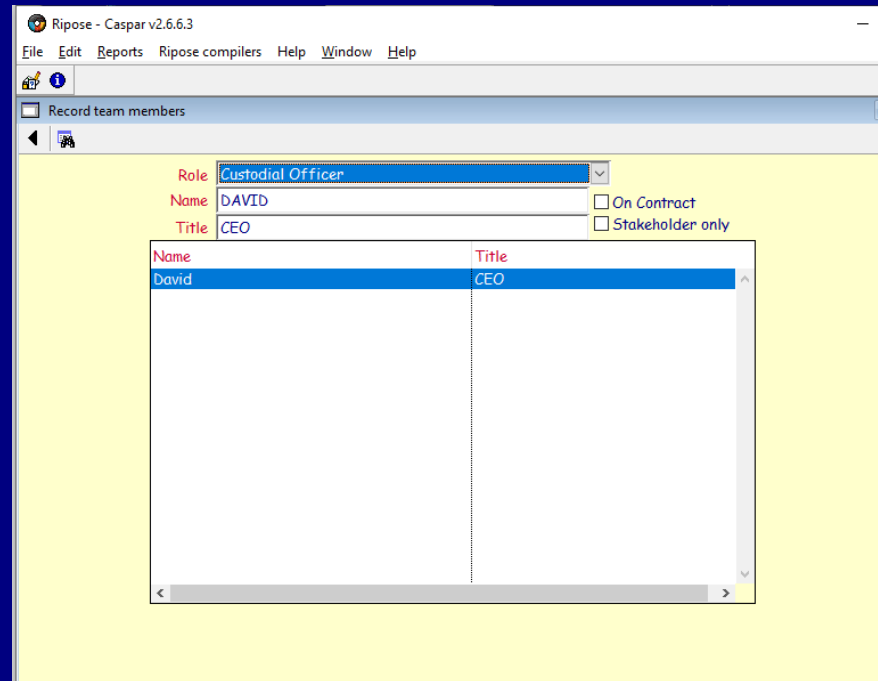
< Back

Business statements

To be completed at a later date.

This function will enable you to create unintegrated general statements similar to those used on any business canvass. It is an optional set of functions.

On selecting this option the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

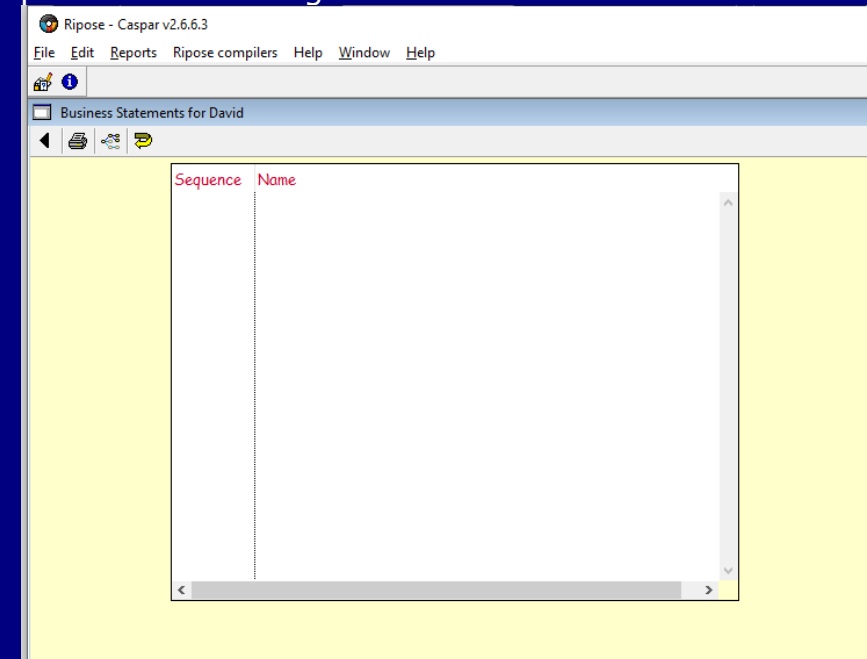
Tool bar

1. Close window
2. Find a person

Content of the screen

To be completed

Window that will provide the management of business statements:



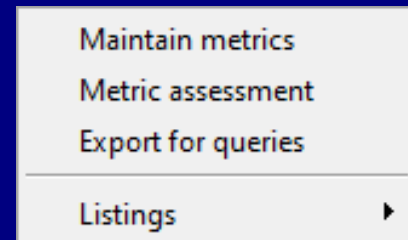
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Business metrics

To be completed at a later date.

This function will enable you to link metrics to any measure (see page 16). It is an optional set of functions.

On selecting this option the following menu will be displayed:

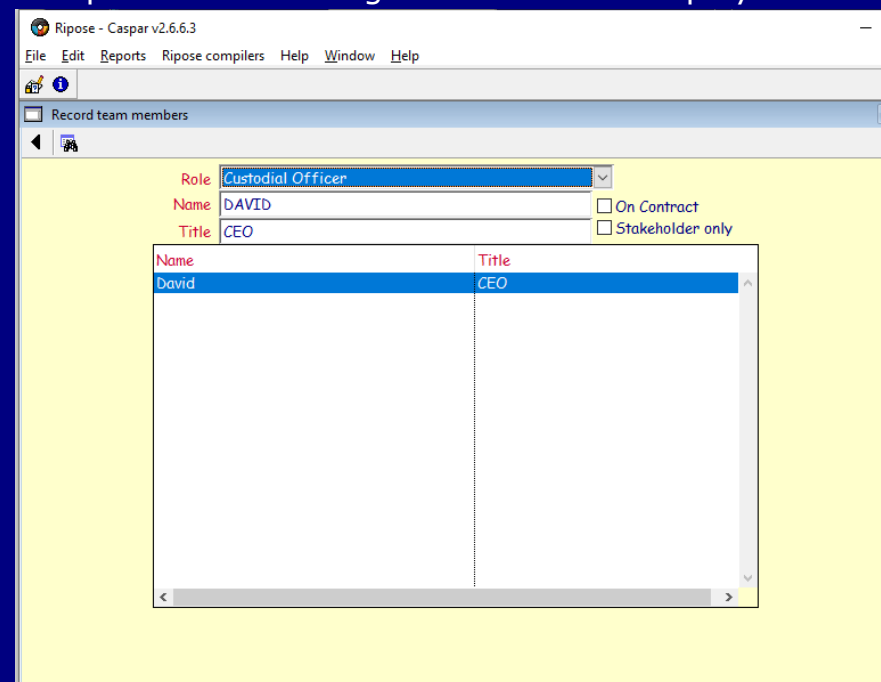


Options

1. Maintain metrics
2. Metric assessment
3. Export for queries
4. Listings

Maintain metrics

On selecting this option the following window will be displayed:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

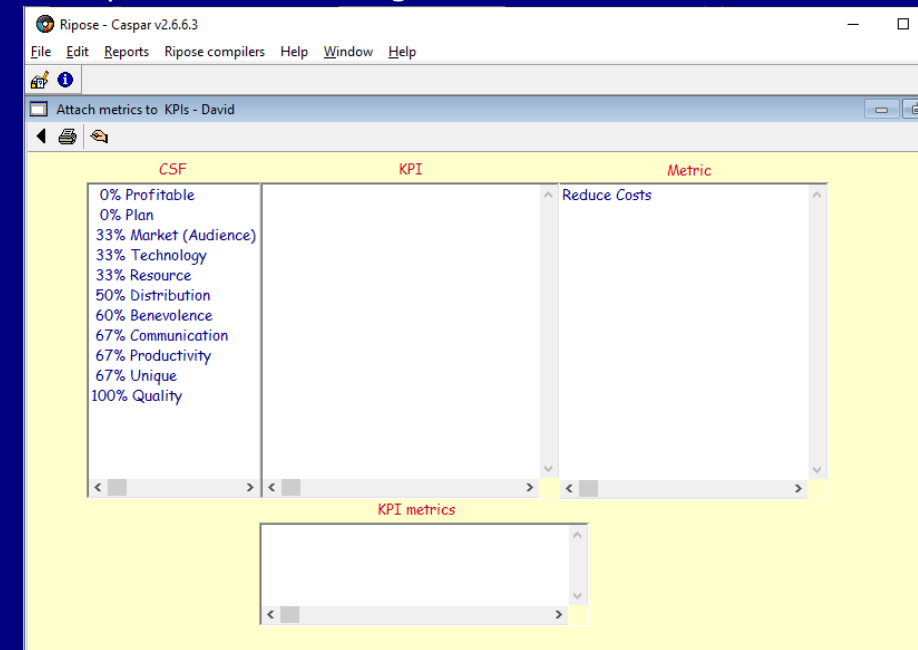
Tool bar

1. Close window
2. Find a person

Content of the screen

To be completed

Window that will provide the management of metrics:



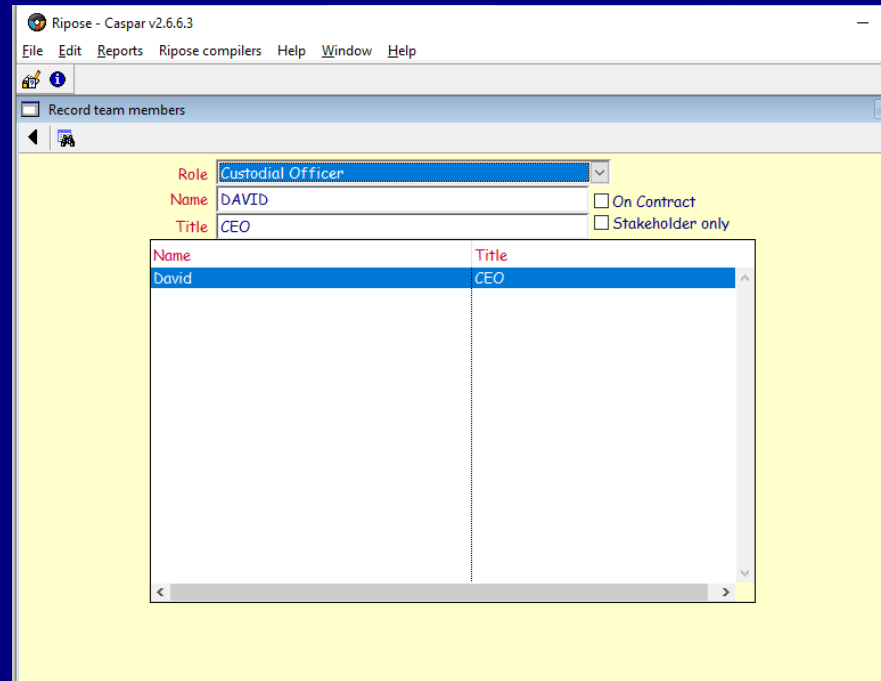
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Resource management

To be completed at a later date.

This function will enable you to manage all the resources of the enterprise (i.e. this is the true function of Enterprise Architecture)

On selecting this option the following window will be displayed:



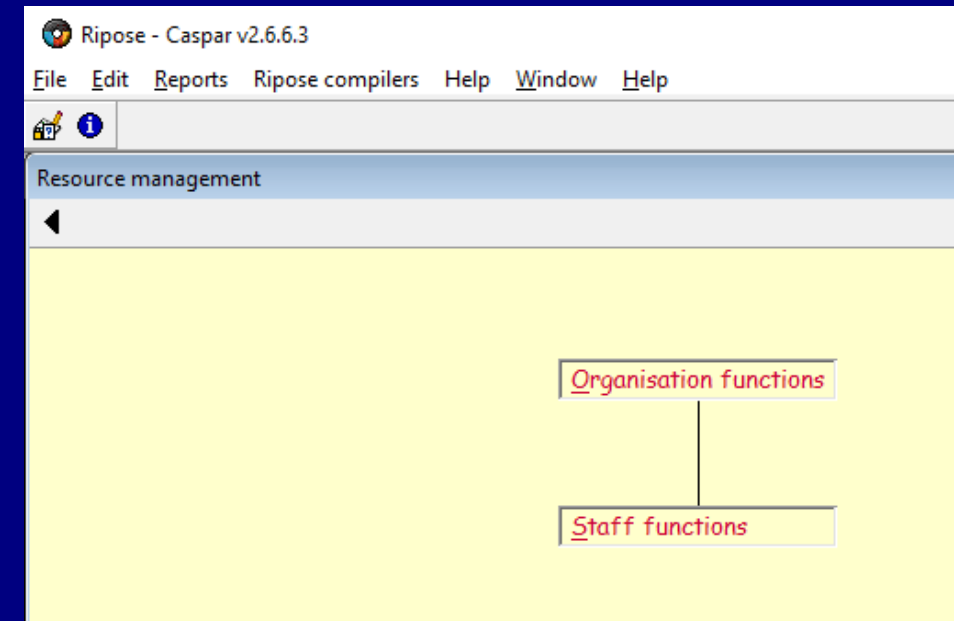
There are 2 functional areas:

1. Tool bar
2. Content of the screen

Content of the screen

To be completed

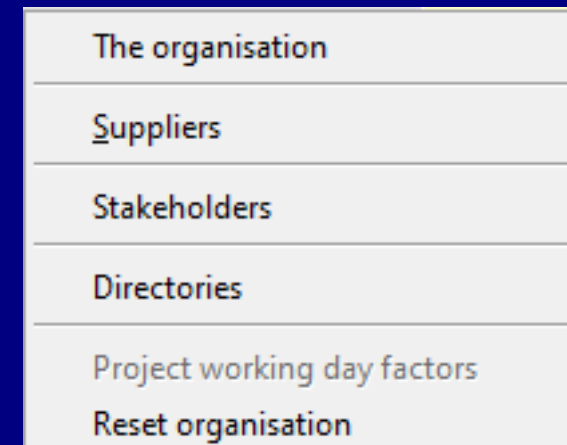
Window that will provide the management of resources:



There are 2 functional areas:

1. Tool bar
2. Content of the screen

On selecting Organisation functions the following menu will be displayed:



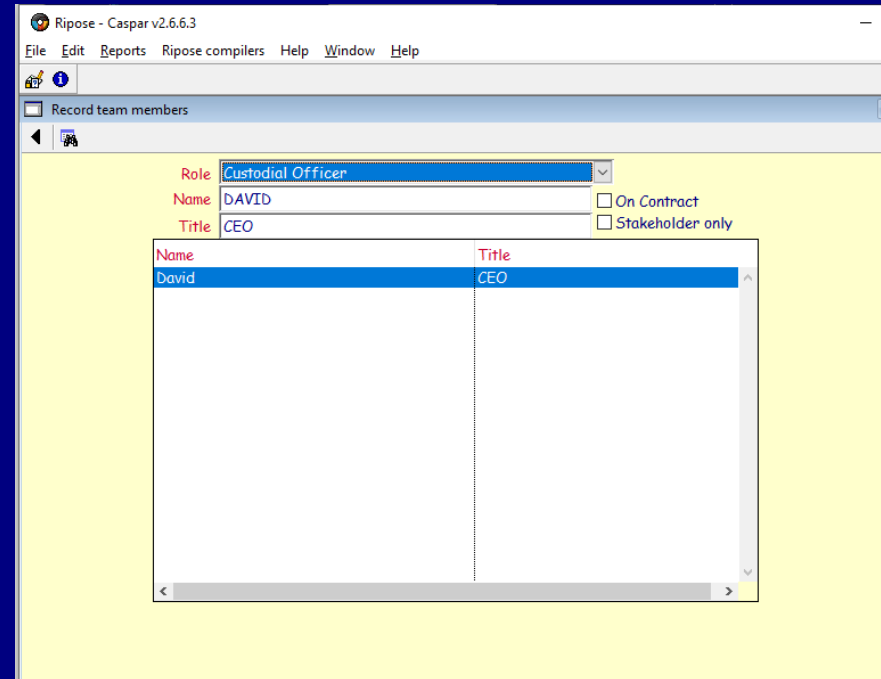
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Tactic release planning

To be completed at a later date.

This function will enable your to plan the data processing projects a precursor to project management.

On selecting this option the following window will be displayed:



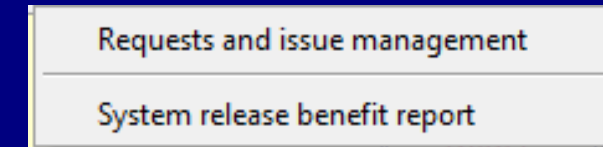
There are 2 functional areas:

1. Tool bar
2. Content of the screen

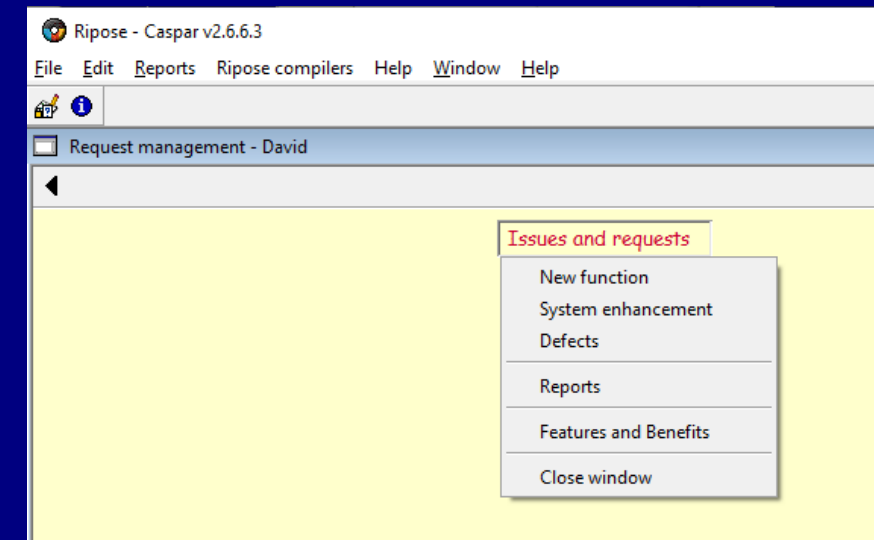
Content of the screen

To be completed

Menu display



Window and menu that will provide the management of Requests and issue management:



Window for a new function (change management):

The screenshot shows a web application window titled "Ripose - Caspar v2.6.6.3". The browser address bar shows "Record a new function request - David". The form contains the following elements:

- Existing items:** A vertical list box on the left side of the form, currently empty.
- Heading:** A text input field at the top right.
- Description:** A large text area below the heading field.
- Priority:** A section with three radio buttons: Low, Medium, and High.
- Expected release:** A table with two columns: "Name" and "Date".

Name	Date
Global	
-Release 1	
Classification System	
-Release 1	
Gazateer System	
-Release 1	
General Ledger System	
-Release 1	
Rules Based System	
-Release 1	

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