

# User Guide: Advance Need Statements



**Document owner: Colin Rose**

**Document version: v1**

**Issue date: 29/09/24**

# How to Assess a Need Statement



## Introduction

Stage 1 of the EBNLab allows users to gather information about many different needs. To comprehensively cover a Project Area, a large number of Need Statement is likely to be identified.

Organisations are unlikely to have sufficient resource to fully Develop and Define every Need Statement.

Assessing Need Statement at Stage 1 allows the user to carry out a filtering exercise and moving Need Statement, representing most plausible commercial opportunity, onto Stage 2 "Develop."

As well as being able to review all the content of a Need Statement in this assessment, the user can view a list of Need Statements, sorted by:

- [Evidence Score](#) (Calculated on the quantity and quality of evidence)
- [Confidence Score](#) (Calculated on 8 scores associated with the Problem, Population and Outcome)
- EBN Score (A combined score calculated on all aspects of a need statement)

## Moving Need Statements from Stage 1 to Stage 2

**Chart and Table Filter**

Tags:  Decarbonisation  Transit  Amenities  Delays  sustainability  Customer Experience  economic impact

Commercial/Retail  AI autonomous systems  Accessibility  Security  Efficiency  Communication

Needs Statement	Evidence	Confidence	EBN	Actions
#20: A way to address optimising access to airports for passengers to achieve reductions in carbon emissions <small>Decarbonisation Transit sustainability</small>	2.9/10	8.5/10	5.7/10	<input type="button" value="Edit"/> <input type="button" value="Archive"/>

From the Stage 1 Dashboard, or from the 'Review and Assess Need Statements' option on Stage 1 of the main Navigation Panel, you can find the Orange 'Begin Assessment' button as shown above. Click on this button to enter the assessment screen as shown below. This screen is similar to the Dashboard screen, however the difference is in the options available on the Need Statement listing and the 'Advance Score' functionality also shown below.

See EBNLearn for guidance on prioritising needs statements
Learn more >

**Chart and Table Filter**

Tags

Decarbonisation

Transit

Amenities

Delays

sustainability

Customer Experience

economic impact

Commercial/Retail

AI autonomous systems

Accessibility

Security

Efficiency

Communication

**Advance Score**

Choose a minimum EBN score ⓘ

40 Needs Statement(s) selected

Needs Statement ↑↓	Evidence ↑↓	Confidence ↓	EBN ↑↓	Advance?
#35: A way to address anxiety about automation for airside airport operations staff to achieve increased use of autonomous systems <span>sustainability</span> <span>Customer Experience</span> <span>economic impact</span> <span>AI autonomous systems</span>	2.4/10	6.7/10	4.6/10	<input checked="" type="radio"/>
#43: A way to address the anxiety associated with navigating large airports for first-time travellers to achieve a more confident and stress-free travel experience. <span>Customer Experience</span>	0.8/10	5.8/10	3.3/10	<input type="radio"/>
#33: A way to address low or no charge mobile devices for self check in transit passengers to achieve smoother airport transitions	1.5/10	6.0/10	3.8/10	<input type="radio"/>
#40: A way to address the congestion of passenger movement for elderly travellers to achieve smoother and more efficient navigation through the airport. <span>Customer Experience</span>	3.1/10	1.5/10	2.3/10	<input type="radio"/>
#36: A way to address The worries of passengers successfully making connections at Schiphol Airport for Passengers who are selecting which airport to make connections at in the European area to achieve confidence that connections can be achieved <span>Delays</span> <span>Customer Experience</span>	0.0/10	3.8/10	1.9/10	<input type="radio"/>

Using the interface shown above, the user is able to review any of the Need Statements, by clicking on that Need Statement, and in the event of any new information being available, the user can edit that Need Statement or update its Confidence Scoring.

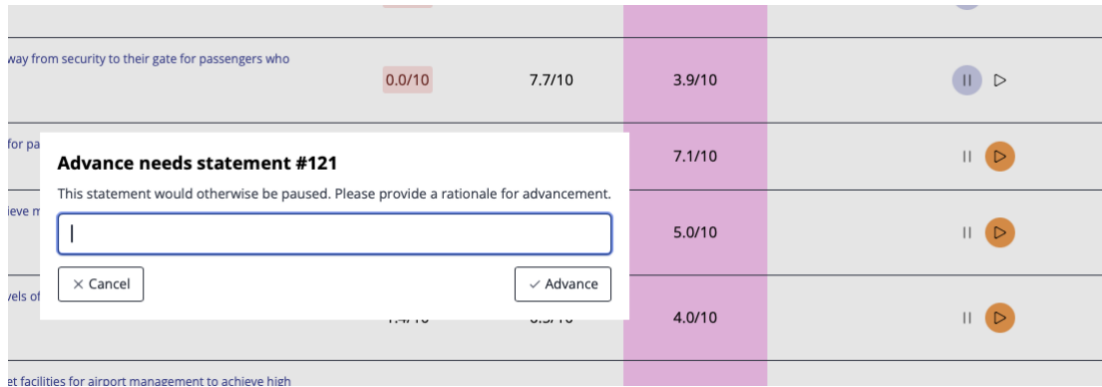
### Advancing Need Statements

Using the 'Advance Score Functionality, the user is able to select the 'minimum EBN Score.' This is the threshold below which any Need Statement with such an EBN score will not be progressed to Stage 2.

In the Need Statement Listing, you will be able to see a Pause and Advance Icon next to each Need Statement. the highlighted icon will indicate the action which will be performed on that Need Statement when the orange 'Advance>>' Button is pressed.

### Exceptions to the EBN score threshold.

Before the 'Advance >>' button is pressed, the user is able to click on the Pause or Advance icons to change the highlighting. If the status of a Need Statement is changed in this way, as shown below, the user will be asked to record a reason and confirm they wish to progress even though the EBN score falls on the wrong side of the chosen threshold.



### N.B.

Advancing a Need Statement is functionality that requires **Project Administrator Privileges**. Project Members will be able to create and edit Need Statements, but for Project Members, the 'Begin Assessment' button will appear slightly greyed out and will not operate.