



HESTA RFID Project Guide:

Version 1.00

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Introduction

RFID Steps to Success

Sporting events increasingly rely on technology for precision, efficiency and integrity.

As wireless networks, RFID and mobile computing technologies mature, these tools are worthy of consideration in automating the processes for such events.

Project Readiness Guide principles

To reduce the risks associated with implementation, we offer you tools and information to help you understand your RFID strategy:

Learn the technology - understand the components of RFID (tags, software, etc.) and the challenges to implementation. The best source for information may be from other companies in later stages of deployment, consultants, seminars or literature. RFIDAA will be happy to provide you a list of resources, web sites and organizations to consider at no cost.

The RFID Association of Australia aims to help organisations, industry groups and end users more aware of the potential for this new technology through development of a Framework for project feasibility.

Develop objectives - Map out required resources, timelines, and cost of implementation, ROI expectations and coordination with event demands.

Carefully planned projects will improve your ability to optimise implementation of RFID or facilitate a decision to pursue further use of the capabilities of RFID.

Build a project specification and requirements statement – From analysis of your objectives – we can help you document your data collect needs including id elements, infrastructure, software functionality and networking.

You will need vendor help to specific tag and reader range, reliability and limitations. Your knowledge of your requirements will help you maintain project control.

Plan for technical validation testing - Prior to going live with an RFID platform, perform repetitive testing in an environment that closely simulates your planned operations. Plan to spend time understanding how RFID will operate. For example, what is the best way to ensure consistent reads? How is your process affected by sources of fixed and changing interference (liquids absorb radio signals).

Set realistic expectations - through understanding true capabilities, you can ensure a working system on the day. Given the dynamics of events, experience will be a major teacher.

Measure Results - Establishing metrics will help companies to measure results. However, don't drown in data at the expense of your day-to-day operations.

The RFIDAA Specification Guide

This guide contains various questions addressing your project's . . .

- ✓ Feasibility;
- ✓ Justification;
- ✓ Expected results;
- ✓ Team members (i.e., who should be involved);
- ✓ Time frame;
- ✓ Software interfaces;
- ✓ System requirements; and
- ✓ Other project information.

For you to benefit fully from the use of this guide . . .

We must agree to keep it up to date as accurately and thoroughly as possible.

Each project will have different characteristics, different people involved and different groups of athletes

Most importantly . . .

You must know and understand the objectives of your project.

Using the guide will enable you to fully develop your project's scope and requirements.

It is also appropriate to ask suppliers to meet your specification and project requirements.

Don't compromise on quality.

RFID Project Preparation

Overview

RFID is special because it requires system infrastructure for codes to be read. Familiarity with the disciplines around data maintenance and management with other Auto-ID systems is helpful but not mandatory as RFID requires new rules.

Data quality is critical to achieving the required outcomes possible with RFID. In addition to the capital costs of tags and readers, a major consideration is the cost of back-end integration with existing applications. End to end data transaction analysis will determine data requirements.

In review of RFID technologies, there are 3 factors to separately analysis:

- a) User requirements including environment, ergonomics, proximity to tags, speed of reading and required accuracy in performing the tasks or work process.
- b) Intelligent reading requirements including data to be read and/or written; speed of reading, potential barriers in the reading process (water, metal and other influencing factors) to then determine type of tag and reader.
- c) System infrastructure as mentioned. System performance, data storage, communication participants and network requirements.

These factors will scope what is required. RFIDAA strongly recommends a project methodology be validated and used for RFID solutions.

Importantly, the next step is to fully specify all aspects of cost. For most customers, a review of technology vendors and products is required. We have provided a survey enclosed for customers to lift the bar on expectations of potential vendors.

RFIDAA can review vendors and technologies on your behalf. We will provide an independent and objective set of analysis. This will identify gaps in both end to end system needs and overall system cost.

Ask how long the supplier has been in the RFID technologies business, how many installations they have completed and what their support capabilities are.

Technology and Vendor Evaluation Form

A. Project Scope

Defining your project's scope will help your potential technology partner to design the best system to meet your needs.

The processes that I want to automate is:	
The requirements I must meet are:	
My existing computer resources are:	
This project must be completed by:	
I want the system to provide the following benefits:	

B. Self Evaluation

Answer these questions and establish a consensus regarding your needs

I need assistance with this project because:				
It is important to me that my Solutions Provider has the following capabilities:	Very Important	Important	Somewhat Important	Not important
<i>Experience/Understanding of my industry.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Clear understanding/knowledge of "best practices" regardless of industry.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Experience/Understanding of my application or specific "problem."</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Experience/Understanding of RFID technology.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Familiarity with my computer system.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Technology Evaluation Form -				
<i>Ability to work within budget constraints.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Ability to offer a variety of companies' Hardware and software products.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Ability to select and customize off-the-shelf software.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Ability to develop custom software.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Provides leasing/rental services</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Has its own service and support organization.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Event technical support</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Offers several successful Reference Site Installations for review and contact.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Offers Reference Sites of similar applications.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Identify some of your integration requirements				
Computer System a)				
Application b)				
Wireless Networks in use? c)				
Use of RFID data d)				
C. Solution Section				
<i>To be used to evaluate technology options.</i>				
Using the RFID technology guide start listing general requirements for your event application				

What is the scope for potential reading requirements longer term?	

RFID Service Requirements		
Taking into consideration your own IT structure, resources and skills, please indicate likely needs.	<input type="checkbox"/>	Design
	<input type="checkbox"/>	Work Process Audit
	<input type="checkbox"/>	Integration
	<input type="checkbox"/>	System Development
	<input type="checkbox"/>	Proof of Concept/Pilot
	<input type="checkbox"/>	Support
What is your desired approach	<input type="checkbox"/>	Overall Turnkey Solution
	<input type="checkbox"/>	Integrated Package
	<input type="checkbox"/>	Components of the Solution only
What kind of experience in your business has similar requirements to this project	Sample Project	
At this point, what are your major concerns?	Areas of concern	

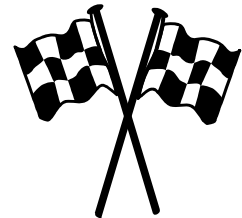
What level of IT resources are available to this RFID project? <i>(ie What steps would your company employ?)</i>	

Decision Criteria				
Broad criteria				
Any specific criteria ?				
8. Describe your knowledge of the various RFID technologies.	High	Moderately High	Moderately Low	Low
Passive LF	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Passive HF	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Class 3 Semi Active	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Active HF	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
EPC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
EPC-2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
RFID Middleware	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Data Collection Terminals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wireless Networks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wide Area Networks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Host Integration:				
<i>PC LAN Integration</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Host Integration</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Other</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other relevant factors?				
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
What kind of relevant supplier relationships do you have and wish to protect?				
How are they beneficial to you?				

Please describe your Event Plan if you have one.	
How will you know when the event is successful?	
Describe your approach to training staff for each event	

D. Achieving Project Readiness

When this completed form has been received by RFIDAA we will be ready to help you streamline your project needs and engage in a meaningful way. This approach aims at saving you time, effort, resources and cost.



If you would like more information specific to your system requirements and integration needs, please call:

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