

Workflow Requirement Specification Document

Workflow Name:	<<the workflow name or title>>	Workflow ID:	<<workflow identifier>>
Date of creation:	<<date in which this document was created or the workflow was requested>>	Number of process step:	<<amount of steps>>
Version number:	<<number based on modifications (change of tools, insertion of new threshold)>>	Workflow creator:	<<name>>

Workflow

Workflow goal:	<<what do you want to achieve with this workflow?>>
Workflow source:	<< Is this workflow created locally, or it follows a reference - in that case link the reference>>
Workflow responsible:	<<person who signs the final output or who uses this workflow>>

Initial Process Step (Start point)

Process step name:	<<The name of the start step>>
Step ID:	

Final Process Step (End point)

Process step name:	<<The name of the final step>>
Step ID:	

----- END OF PAGE 1 - START OF PAGE 2 -----

Workflow Requirement Specification Document

Workflow Name:	<<the workflow name or title>>	Workflow ID:	<<workflow identifier>>
Process Step Name:	<<the step name or title>>	Process Step ID:	<<step identifier>>
Date of creation:	<<date in which this step was added or the step was requested>>	Step creator:	<<name>>
Version number:	<<number based on modifications (change of tools, insertion of new threshold)>>		

Process Step

Step goal:	<<what do you want to achieve with this step?>>		
Step source:	<< Is this step created locally, or it follows a reference - in that case link the reference>>		
Step responsible:	<<person who signs the final output or who uses this step>>		
Is this step the initial workflow point:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Is this step the final workflow point: Yes <input type="checkbox"/> No <input type="checkbox"/>
Sub-process of:	<<ID of a process step>>	Super-process of:	<<ID of a process step>>
Order of execution:	<<e.g. before y, synchronous to z>>		
Who conducts the step:	<<responsible role or person's name>>		
Where the step happens:	<<Lab/office/department - different place than the creator>>		
File Input(s):	<<Necessary data to start the process>>		
Is the input coming from another step:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If yes, step name: <<step name>> Step ID: <<identifier>>
If no, what is the input origin:	<<lab, person, tool >>		

Tool 1

Needed tool:	<<equipment name>>
Why this tool was selected:	<<reasoning or source for the decision>>
File Output(s):	<<Generated data>>
Is the output used in another step:	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, step name: <<step name>> Step ID: <<identifier>>

Tool 2

Needed tool:	<<equipment name>>
Why this tool was selected:	<<reasoning or source for the decision>>
File Output(s):	<<Generated data>>
Is the output used in another step:	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, step name: <<step name>> Step ID: <<identifier>>

Tool 3

Needed tool:	<<equipment name>>
Why this tool was selected:	<<reasoning or source for the decision>>
File Output(s):	<<Generated data>>
Is the output used in another step:	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, step name: <<step name>> Step ID: <<identifier>>

Loop/Repetition Section

Is this step repeated during the process:	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, step name of loop start: <<step name>> Step ID: <<identifier>>
		If yes, step name of loop end: <<step name>> Step ID: <<identifier>>
If yes, how many times is it repeat:	<<number>>	If yes, what is needed to break the loop: <<condition to stop the repetition>>

Threshold Section

Possible outcomes:	<<possibility 1 (e.g. pass, fail)>>	<<possibility 2 (e.g. pass, fail)>>	<<possibility 3 (e.g. pass, fail)>>
Next step name for each outcome:			
Step ID for each outcomes:			
Threshold for judgment:			
Threshold is hard/soft:			

Data Storage Section

Is the generated output stored:	Yes <input type="checkbox"/> No <input type="checkbox"/>	If yes, the data must be stored until: <<date>>
If yes, name of the data storage:	<<bucket name, table name, folder name>>	