Date: **Participating Members:**   **Assessment Context:**

B-Collect Data 2-Project Information	B.2.b – Project Information Automation

Element Description	Processes and technologies used to automate collection and processing of project work accomplishment data.

Benchmark Level 0	Benchmark Level 1	Benchmark Level 2	Benchmark Level 3	Benchmark Level 4
Pen/paper collection	Stand-alone, standardized electronic forms or spreadsheets are used to facilitate collection. Data are not automatically populated into the source system of record.	Data collection using primarily automated/semi-automated techniques through specialized solutions (e.g. custom applications with GPS location detection, voice recognition, bar codes / QR codes).	Data collection using primarily automated / semi-automated techniques with capabilities to efficiently adapt tools to meet varied data collection requirements across multiple data collection business processes or asset types.	Application of state-of-the-art computer vision and change-detection techniques for data extraction and efficient updating.
Current: ☐ Desired: ☐	Current: ☐ Desired: ☐	Current: ☐ Desired: ☐	Current: ☐ Desired: ☐	Current: ☐ Desired: ☐
☐ Document business cases for project data collection automation through internal practice, peer agency, and best practice reviews.	☐ Pilot and implement semi-automated field collection tools (e.g. mobile data collection applications) for project data.	☐ Pilot and implement field collection tools useful for multiple data collections (e.g. standardized apps or enterprise asset management system tools)	☐ Use change detection to automate and/or focus collection of project work accomplishment data	
☐ Implement simple solutions to move away from pen & paper collection of project data (e.g. digital forms or spreadsheet tools).	☐ Evaluate opportunities to pre-populate high-level activity or asset information based on contract or design information.	☐ Evaluate opportunities to pre-populate detail asset or work accomplishment data based on contract or design information.	☐ Conduct periodic evaluation and pilot testing of cutting edge project data collection applications or capabilities. Implement solutions as appropriate.	
☐ Other:	☐ Other:	☐ Other:	☐ Other:	

Assessment Notes:

Improvement Notes: