

FinEst Centre
for Smart Cities

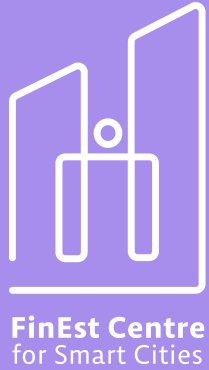
Experimenting & Piloting in Smart Cities

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Funded by
the European Union

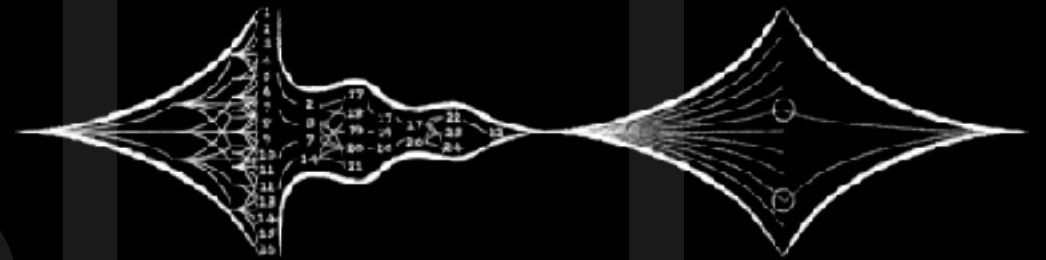
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Piloting Process, Plan & Evaluation

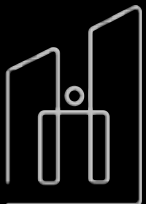
3. Piloting Process, Plan & Evaluation

- Stages and dimensions of General Piloting Process
 - Preparation
 - Execution
 - Wrap-up
- Planning of Pilot
- Piloting Contracts & Stakeholder involvement
- Evaluation of Pilots
 - Evaluation of Process vs. Evaluation of Outcomes
- *Research Perspective*
 - *What should be considered when using this in research contest?*



Exercise

- Create a detailed Pilot Plan; Service Blueprint, Customer Journey

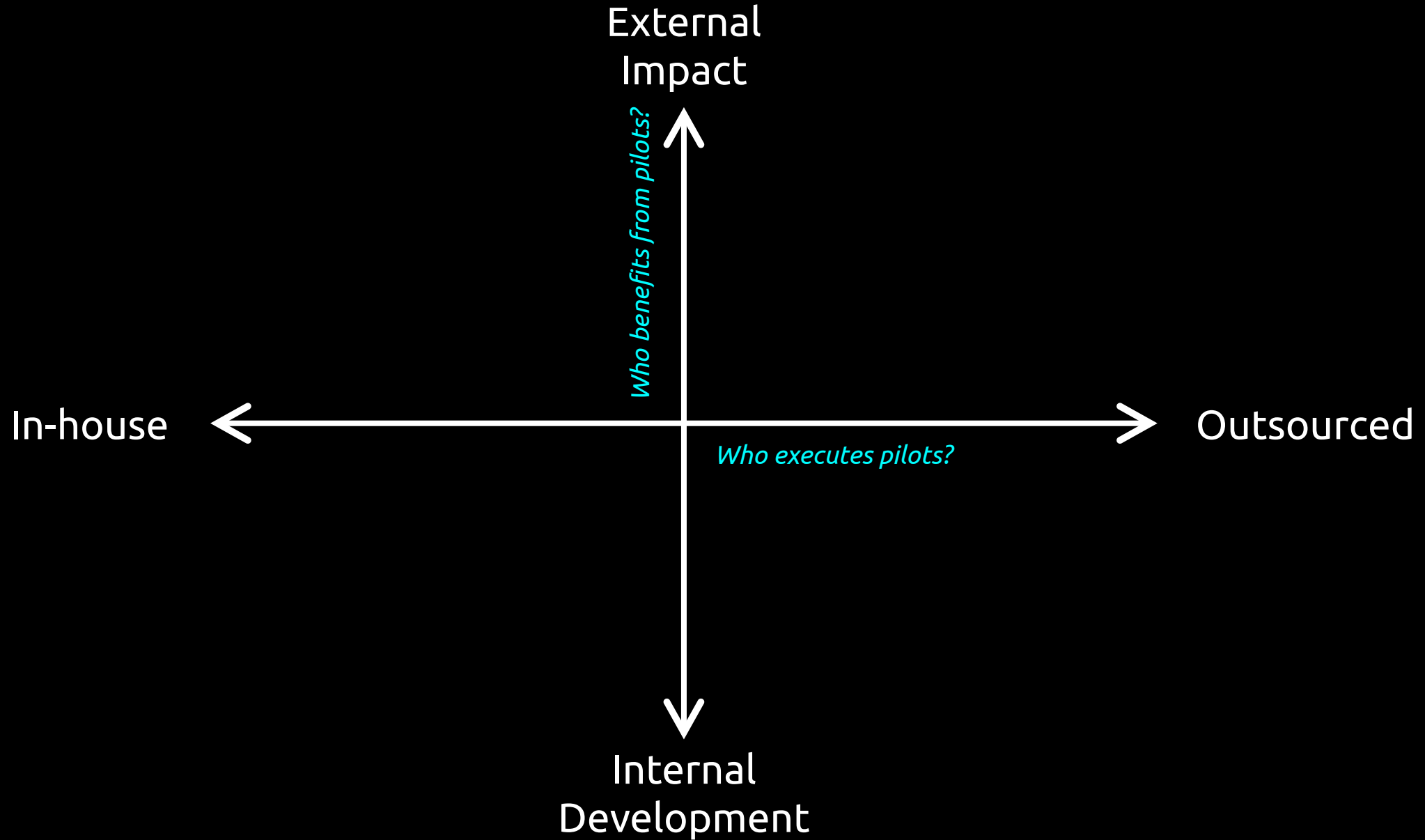


Pilot

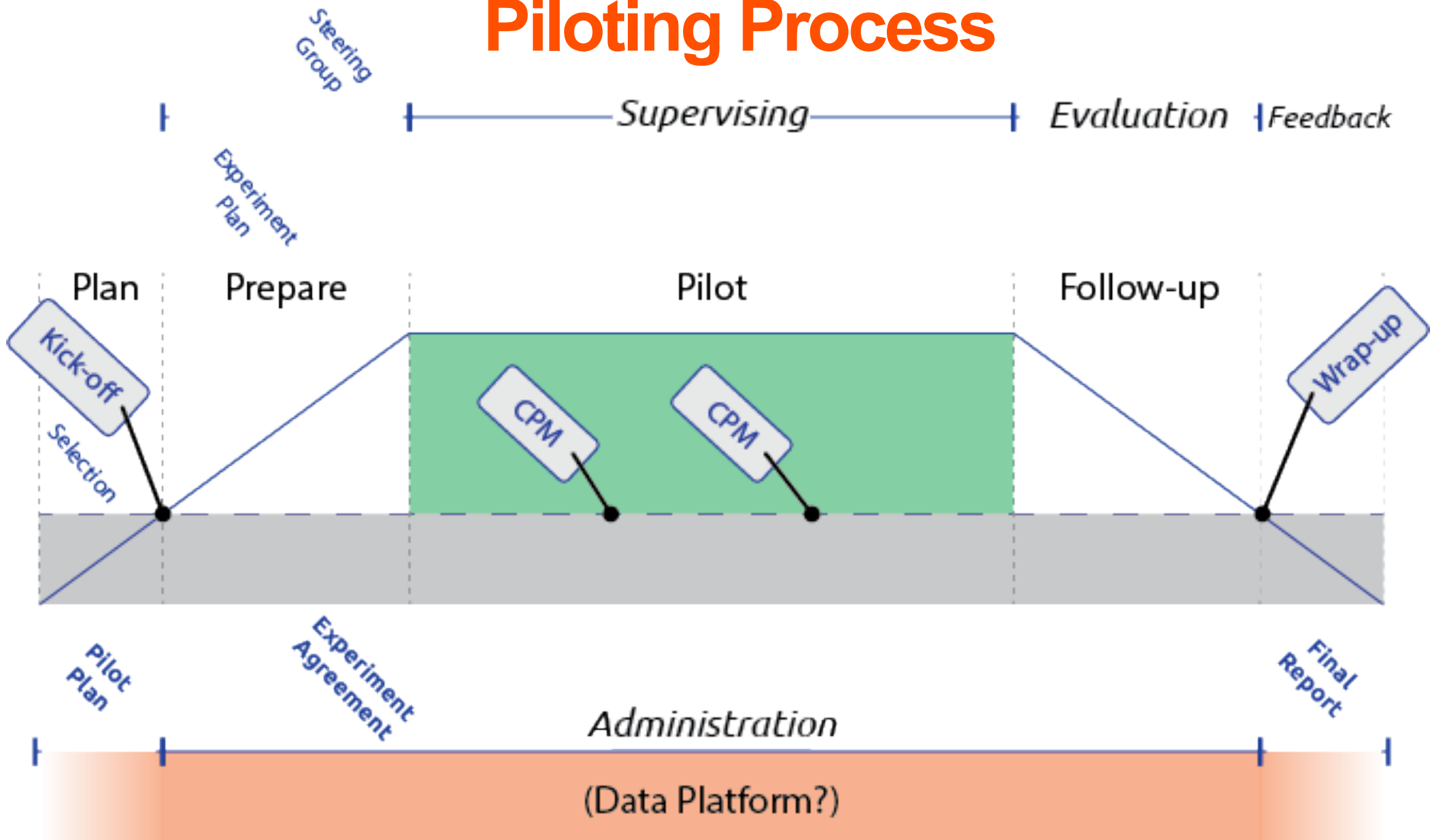
Deliberate **Process** for

- Demonstrating
- Testing
- Validating
- Understanding

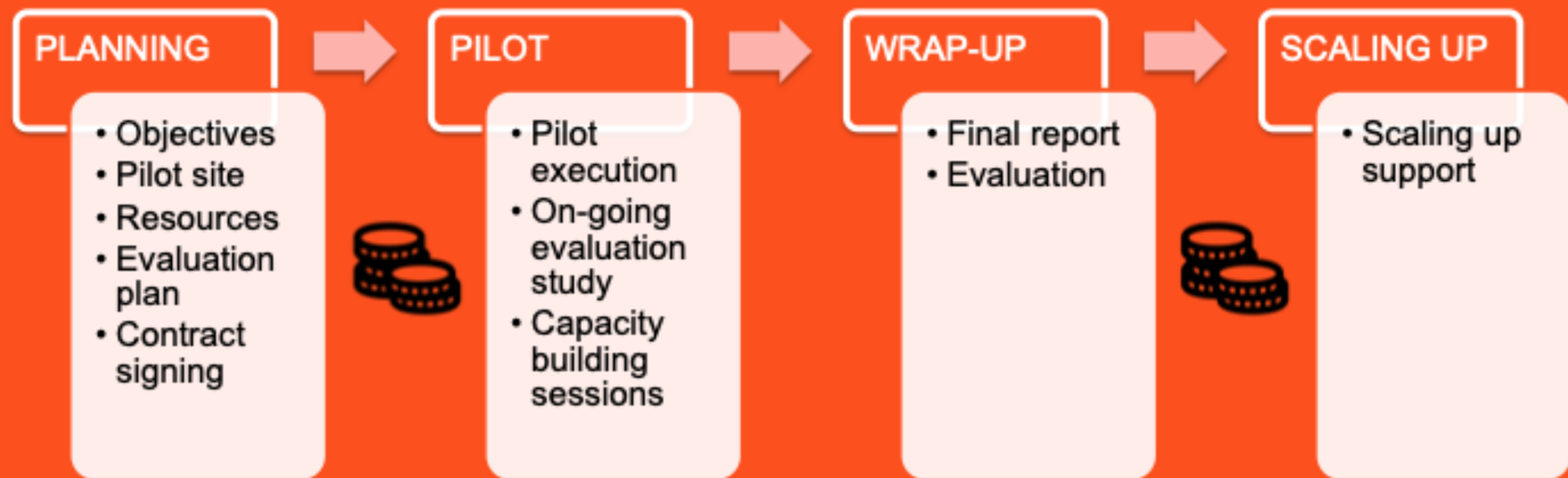
Piloting Programme Logic



Piloting Process



Mini-Piloting process



Research Driven Piloting Process

1. Search for excellence

Call for tenders

Evaluating proposals

Announcing the winners

1-2 MONTH

2. Planning

Securing the pilot site

Signing the contract (€)

Pilot & evaluation plan

1-2 MONTH

3. Pilot

Prototype & concept finalising

Executing the pilot

On-going evaluation

3-6 MONTH

4. Wrap-up

Evaluation

Final report (€)

1 MONTH

5. Scaling up

Discussion with the city > becoming a permanent solution

Networks

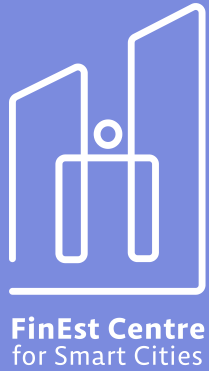
Support

POST-PILOT

Building and Piloting Plan

- 1) Define your **Goals** for the Pilot
 - Piloting, Testing, or Co-Creation?
- 2) Draft a **Schedule**
 - **Gantt Chart** also shows interdependencies
- 3) Define your **key Stakeholders**
 - **What roles** do you want them to play in the project?
 - How can you **engage** and **activate** them?
 - **Communication Plan**?
- 4) Assign your Experimentation **Team**
 - **Recruit & Build** the team
 - Plan Experiment **Facilitation**
- 5) Define the Steering, Supervising, and Evaluation Process
 - Form a **Steering Group**
 - What should be **documented**?
- 6) Define the **Administration**
 - Permissions?
 - Written **Agreement**
- 7) Plan the **Follow-up** Activities
 - Feedback
 - Evaluation
 - Reports
 - Wrap-up
- 8) Return for **Round Two**, Three, Four, ...
 - Co-Creation round, testing round, demo round, ...



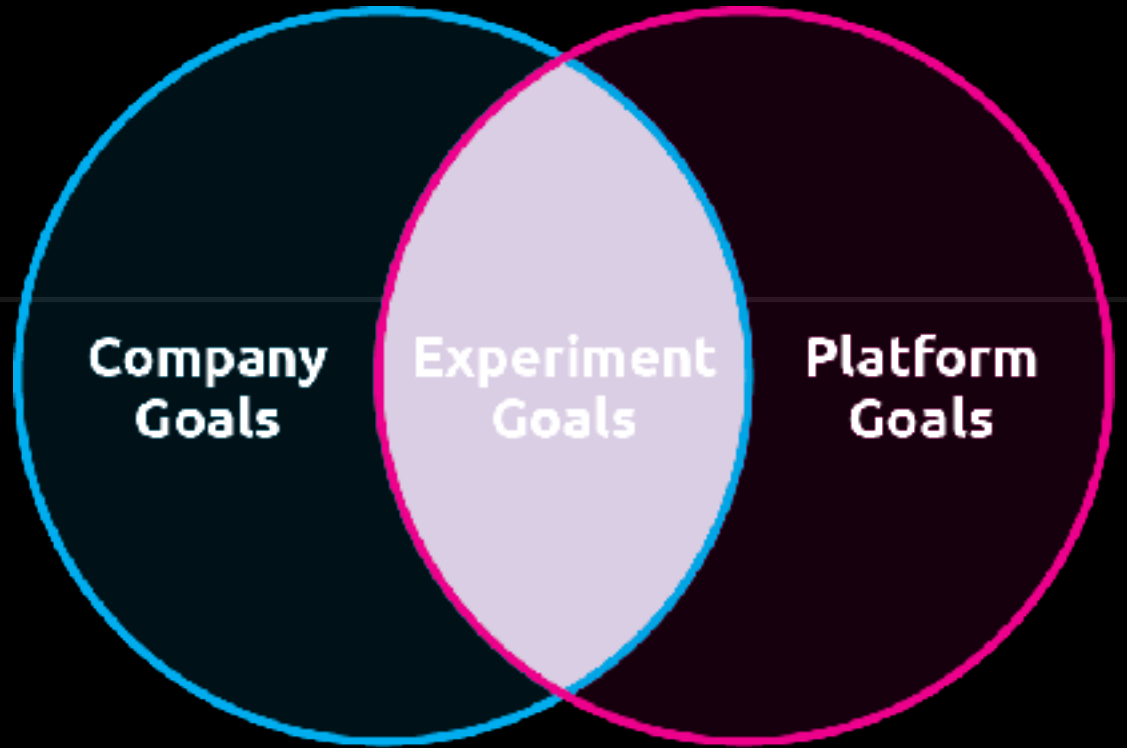


Example: Agile Pilot with Schools

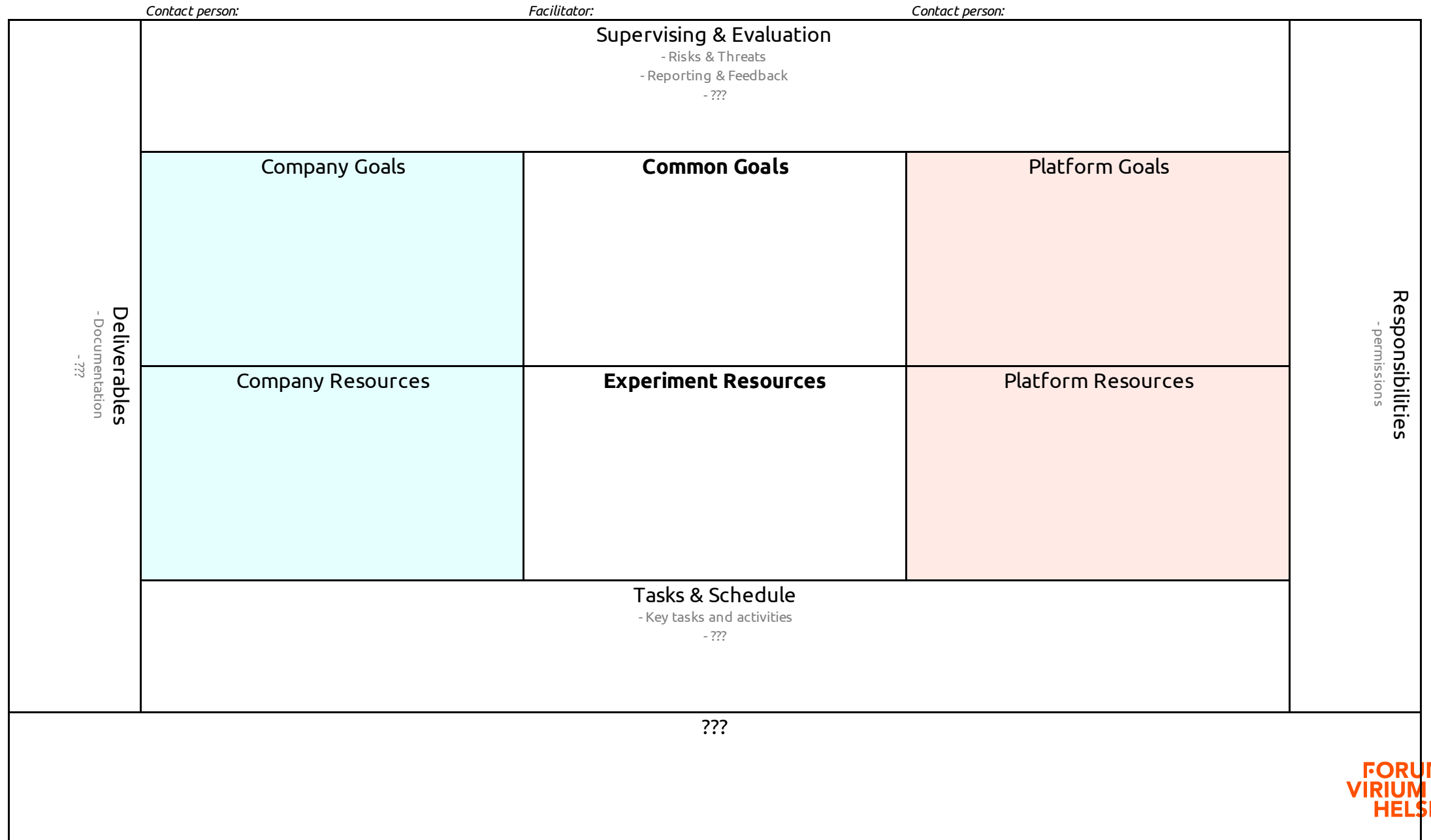
Piloting Process

- 1) Present your **solution/tool** to teachers
- 2) Discuss **how the tool could be utilised** in education
- 3) Run the Pilot
- 4) Collect feedback on **use of the tool** (not on tool itself)
- 5) How did we do? Wrap-up the experiment

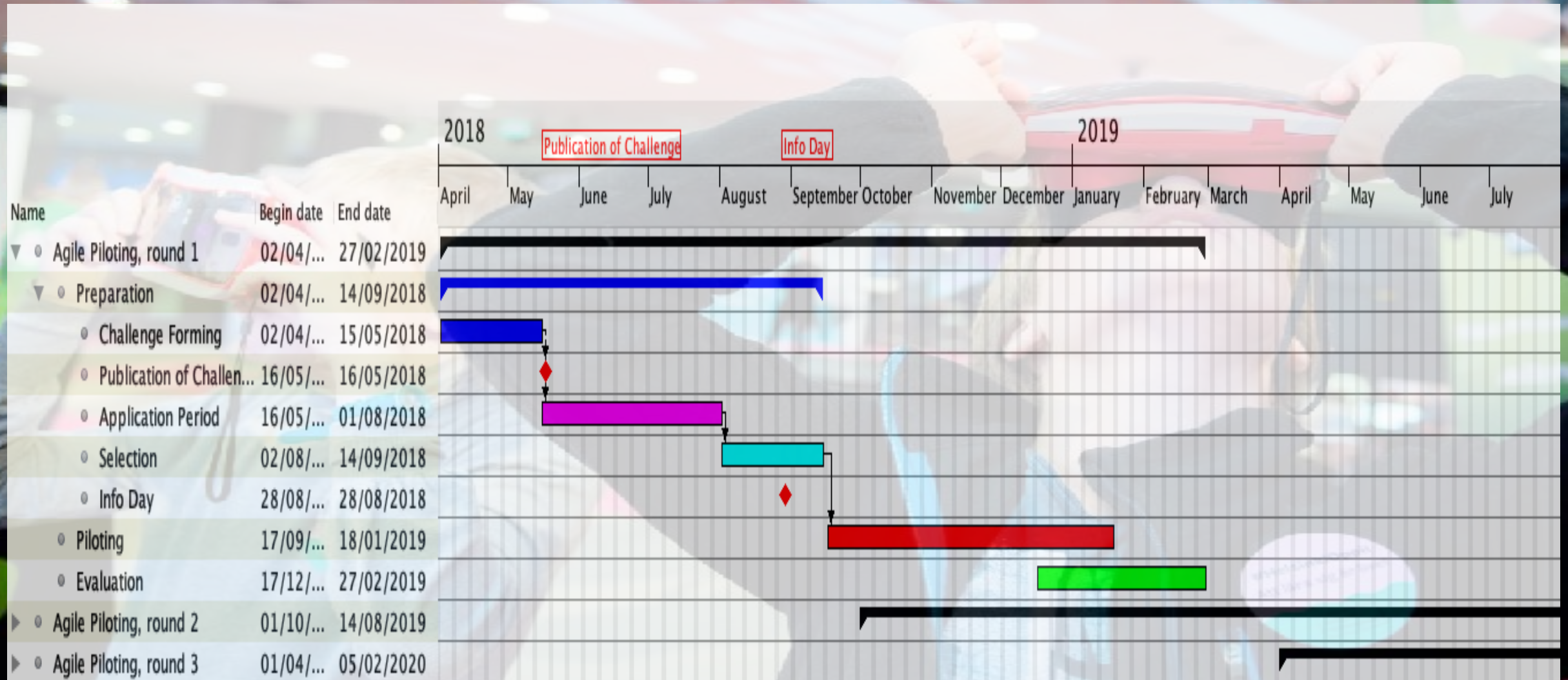
Piloting Plan



Example

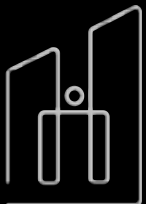


EdTech Agile Piloting Process



Exercise

- Create a detailed Pilot Plan
 - Timeline
 - Stakeholders
 - Resources
 - Service Blueprint
 - Customer Journey



(Working) Title of the Pilot:

What? <i>What are you doing?</i>	Outcomes & Objectives <i>Expected results; What are you trying to achieve? What are you expecting to learn?</i>
How? <i>Rough plan</i>	Indicators <i>Metrics; How do you know you have succeeded?</i>
When? <i>Start + Finish; CheckPoints</i>	Supervision & Follow-up <i>Who supervises and how? Who evaluates and how?</i>
Who? <i>Who executes? Who delivers? Who mentors?</i>	Resources <i>Persons + Costs</i>

Step 1

What? When? Who? How?

Step 2

What? When? Who? How?

Step 3

What? When? Who? How?

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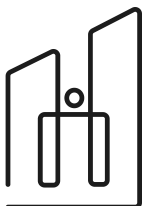


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