

**FinEst Centre**  
for Smart Cities

# Experimenting & Piloting in Smart Cities

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Forum Virium Helsinki



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the European Union

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**FinEst Centre**  
for Smart Cities

# Piloting Project Kick-off

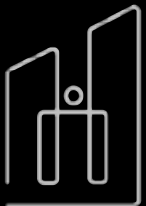


# Experimenting & Piloting in Smart Cities

## Pilot Project (Jun 27<sup>th</sup>–Aug 30<sup>th</sup>)

- |   |   |
|---|---|
| 8. Pilot Project kick-off                   | Thu Jun 30 <sup>th</sup> 16:00–16:30          |
| 9. Check-point Meetings                     | (Jul 11 <sup>th</sup> –Aug 19 <sup>th</sup> ) |
| 10. <b>Pilot Presentations</b> & Evaluation | Tue Aug 30 <sup>th</sup> 15:30–17:00          |
| 11. Review & Feedback                       | Tue Aug 30 <sup>th</sup> 15:30–17:00          |

COMPLETION & EVALUATION: Pilot Project Documentation



# 8. Piloting Project Kick-off

Students will work in teams of 2–5 people on selected Piloting / Experimentation Project

DELIVERABLES: (mandatory, optional)

**Pilot Plan** & Schedule (*at Check Point 1*)

Critical Problem & Critical Function Identification

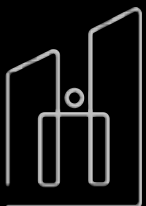
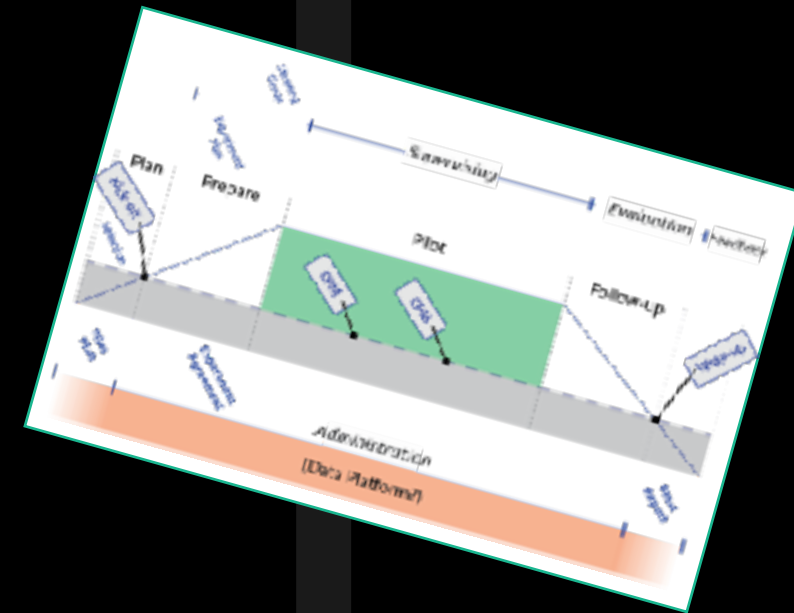
Critical Function Validation Plan

Research Foundations

Research & Innovation Agenda(s)

**Validation results**

**Final Presentation** (Aug 30<sup>th</sup>)



# Pilot Project (4 ECTS)

## Completion & Evaluation

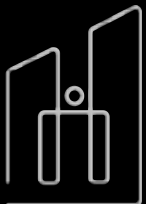
Piloting Plan (30%)

Delivered Material & Documentation (40%)

*Research Results*

*Innovation Results*

Final Presentation (30%)



# 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

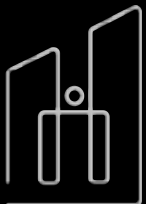
## 8) Return for **Round Two**, Three, Four, ...

- Co-Creation round, testing round, demo round, ...



# Piloting Plan

- Timeline
- Stakeholders
- Resources
- Objectives
- Indicators / Evaluation
- Supervision & Communication



(Working) Title of the Pilot:

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

Step 1

What? When? Who? How?

Step 2

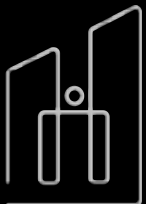
What? When? Who? How?

Step 3

What? When? Who? How?

# Pilot Project Registration

- Pilot Title
- Brief description of the Pilot
  - (Pilot Plan Draft)
- Team Member emails
- —> [Matti.M.Hamalainen@aalto.fi](mailto:Matti.M.Hamalainen@aalto.fi)
  
- DL: July 1<sup>st</sup>





**TAL  
TECH**

**A?**  
Aalto University

**FORUM  
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HELSINKI**



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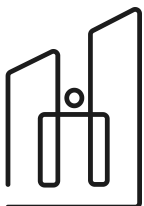


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