

AI project requirements

Prepare a pilot you can accept or reject

You want to delegate a task without leaving the system to decide what counts as acceptable. This pack moves from a vague request to a defined scope and a pilot decision.

The fictional case follows a maintenance company receiving an email, preparing a record and waiting for approval before creation. No customer result, actual price or supplier trial is presented.

Your purpose	Document
Understand and decide	This PDF: completed case, offers, time and acceptance
Prepare your consultation	08-modele.docx: three pages to complete
Specify tests	08-cas-test.md and 08-recette.csv in the kit

What makes the task difficult	First approach
Structured fields, known rule	Tool integration without a model if sufficient
Variable emails, verifiable output	Assisted extraction to test
Unresolvable identity or permissions	Clarify the source or rule before action

The immediate decision is not which model to buy. Define the minimum pilot, its prohibitions and the evidence needed to accept delivery.

The completed case

M-001: “For site Rouen-02, the door remains stuck. Could you attend on 30 September 2026?”

Fictional reference R-01 uniquely maps this sender to C-017 and authorises requests for Rouen-02. Initially, no service record exists for M-001.

P-001 v1 field	Value and source
Customer / site	C-017 / Rouen-02, from R-01 and the message
Problem	“the door remains stuck”, quoted from M-001
Requested date	2026-09-30, explicitly requested
Confirmed date / price	Empty: no established commitment
Action	Propose, then create in the test register after approval
Excluded	Scheduling, ordering, pricing promises, customer email

The human administrator approves v1. Any modification creates a new version requiring approval. Missing approval, approval for v1 when content is v2, or an unavailable approver must not permit creation.

Before implementation pricing: identify the production register, access, volumes, hosting and substitute approver. This completed case exposes unknowns; it does not resolve them for your business.

INITIAL IA / PRACTICAL GUIDE

A requirement must be testable

01
R03
Two possible customers

02
T02
No identifier selected

03
Review
Named business owner

Fictional example • Expected and observed results are separate.

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Acceptance evidence

Test	Outcome to observe
T01 / R01	Correct fields and sources; no invented promise
T02 / R03	Two possible customers: no selected identifier
T03 / R02	Missing date: unknown, not inferred
T04 / R04	Missing or stale approval: no creation
T05 / R05	Repeated message or lost response: one record
T06 / R06	Forbidden source absent from retrieval and submitted context
T07 / R07	Agreed export opens and can be read outside the service

Invented observation for learning: T04 creates v2 using v1 approval. Even with six other passing tests, decide “correct and retest”. Preserve failure evidence and rerun related write/recovery checks.

For each actual trial, retain version, input, expectation, observation, evidence and decision-maker. Unavailable traces mean “not verified”. Leave the seven observations blank until execution.

Search before creation does not demonstrate protection against simultaneous retries. Ask the supplier to show how uniqueness is protected in the test environment.

Two proposals to examine

Amounts are invented for this exercise, not Initial IA or market prices. The responses are not yet equivalent: B fails to address R04.

Same requirement	Fictional offer A	Fictional offer B
Creation	After exact approval	Automatic, next-day review
Setup excluding tax	€4,200	€2,900
Recurring excluding tax	€180/month	€320/month
12 service months	€6,360	€6,740
Selection status	Promise still to test	Request compliant variant

Calculation: $4,200 + 12 \times 180 = 6,360$; $2,900 + 12 \times 320 = 6,740$. These supplier subtotals exclude internal time and are not complete costs. An unspecified item is not assumed included.

Completed case decision: request prior approval in B's variant; ask A for acceptance evidence, consumption limits and maintenance scope. No deployment authorised. Select a trial stage only after these answers.

Also compare training, access dependencies, overages, defect correction, export and third-party handover. Retain the proposal page or dated answer supporting each commitment.

The threshold that changes the decision

Separate simulation: 1,000 cases/month, six minutes currently, five correction hours and five operations hours after change. These volumes and times are not measured.

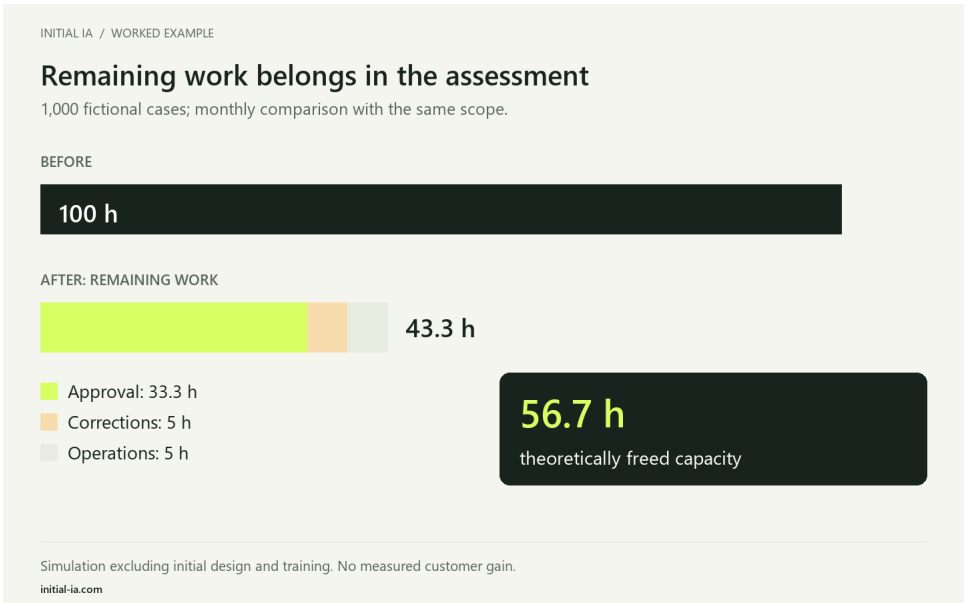
Review per case	Remaining work	Capacity freed
2 minutes	43.3 h/month	56.7 h/month
4 minutes	76.7 h/month	23.3 h/month
5.4 minutes	100 h/month	0 h/month

Remaining work = 1,000 × review minutes ÷ 60 + 10 hours. The 5.4-minute boundary is (100 – 10) × 60 ÷ 1,000. It changes whenever an assumption changes.

Decision: measure review during the pilot alongside errors and quality. A favourable two-minute estimate is insufficient if users require four minutes or more.

Freed capacity does not establish lower expenditure. Add design, training, invoices and internal work without double counting; specify where the available time can actually be used.

Use the article’s calculator to replace these values. Retain difficult cases, corrections and refusals in your observations, not just a favourable average.



Your next supplier request

We want to prepare a record from an email and create it after approval. Attached are the versioned requirement and acceptance cases. Please distinguish included, excluded and unresolved items, propose the minimum solution, and separate scoping, setup, recurring costs and our team’s work. For every mandatory requirement, specify the test, evidence and approver.

Before sending	Required input
Scope	Input, output, exclusions and common version
Permissions	Usable sources and write authoriser
Acceptance	Expected result, blocking criteria and decision-maker
Next step	Open questions with owners and next decision

If sources or outcome remain unknown, request scoping first. If the requirement is sufficiently defined, request a pilot conditional on testing. This template prepares discussion; contractual terms need project-specific adaptation.

Method sources consulted on 5 October 2026: France Num for work organisation; 2020 UK guidance for needs and data, without transferring its legal framework; Anthropic for actual system outcomes. Original cases and documents. No user study claimed.

- France Num
- Guidelines for AI procurement
- Demystifying evals for AI agents