

Dear students,

The final weeks of the case study have begun. Therefore, three remarks are relevant to you:

**Remark 1.**

- Next weeks, Guillaume will be available for questions (cf. schedule).
- Don't forget: December 12 is the final deadline to submit your case study!

**Remark 2.** The files "Case\_E\_input\_example" and "Case\_E\_input\_template" can be downloaded from the website.

The file "Case\_E\_input\_example" describes how you should create your input files and output files for case E: The input files (as a results of your models for cases A to D) and output files (the roster as a result of case E) need to be constructed according to a predefined format, such that we can evaluate both your inputs and outputs. The MS Excel file contains information and example files for each of these input and output files. "Case\_E\_input\_template" is the file that should be used for your submission.

It is important that you follow the format in "Case\_E\_input\_example" since we need it for our simulator to evaluate your results:

- Read the instructions in the tab "Manual" carefully.
- For case A till D, you will find 2 tabs. The first tab gives further specifications for the correct data format, while the second tab illustrates the formatting rules using an illustrative example. Please follow these instructions carefully.
- Note that for case D, a cyclical roster has to be provided for each department separately (corresponding to the 4 tabs "Case D CyclicRosterDepX Output" in the MS Excel file "Case\_E\_input\_template").
- For case E, 2 tabs are provided to describe the format of the personnel preferences, two tabs describe the format of the scheduling constraints you imposed and 2 tabs describe the format for the monthly nurse roster. The first tab always gives additional instructions, while the second tab provides an illustrative example. You have to fill out this data for each department in the MS Excel file Case\_E\_input\_template".
- Be careful with the format. Follow our advice since otherwise the simulator won't read the files correctly.

All input and output files as described in the MS Excel files need to be uploaded to UFORA. These files will be checked upon correctness and will be evaluated prior to your final presentation. Fill out the template "Case\_E\_input\_template" with your data using the predefined format. Zip the MS Excel file (only zip files are allowed, no 7-zip/rar/...) and upload it using the name DMBCaseE\_groupID.zip.

**Remark 3.** I wish you good luck, and I hope (and believe) you will learn a lot from making such a consultancy report. Don't forget: the report should be a professional report to the company, and your video should be your presentation in which you give a good summary of why you think the company made the right decision to hire you! Have fun!

For technical questions and questions about input for the MS Excel file, please contact our OR&S team members.

Good luck,  
Best regards,  
Mario Vanhoucke

