

Eliciting & Defining Business/System Requirements

This course teaches essential concepts and practical skills to define business and/or application system requirements and to collaborate in teams during requirements elicitation, elaboration, and review.

Through presentation and group exercises, students learn to elicit, define, and analyze textual requirements and their properties. Students further elaborate the requirements, using Business Process diagramming, User Interface Mockups and other visual based requirements definition techniques. Guidance on the review and change management of requirements is provided.

Intended Audience

Those intending to use Requirements Center on their projects, who would like to enhance their requirements analysis skills and improve their project processes, via a condensed concepts training format, prior to Requirements Center product training.

Since all project activities are driven by requirements, this course benefits all project team members: Business Analysts, System Analysts, Subject Matter Experts, Architects & Designers, Quality Assurance Personnel, Project Managers, Product Managers, Training & Support Personnel, etc.

Prerequisites

None – This course is often followed by another concepts and skills training course, Modeling & Visualizing Use Cases, and then by the product training course, Requirements Center Essentials.

System Requirements

None – In this concepts and skills course, exercises are done with pen and paper. Requirements artifact examples are portrayed in Requirements Center screen shots to connect the concepts to the product capabilities.



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Eliciting & Defining Business/System Requirements

Duration: 1 Day

Overview

This course teaches essential requirements definition concepts and practical skills, from a Blueprint perspective.

Through presentation and group exercises, students learn to define business and/or application system requirements and to collaborate in teams during requirements elicitation, elaboration, and review.

Textual Requirements topics covered include:

- Effective Writing Techniques
- Organization, Hierarchies, and Traceability
- Requirement Types, such as Business, User, Business Rule, and Functional vs. Non-Functional
- Key Characteristics and Properties of High Quality Requirements
- Priority Identification Schemes
- Enhancing Textual Requirements with Visual Artifacts

Elicitation Techniques covered include:

- Identifying Stakeholders, such as End Users, Group Representatives, and Subject Matter Experts
- Interviews, Brainstorming, Workshops, Surveys, etc.
- Active Listening and Open Ended Questioning

Business Process Diagramming topics covered include:

- Swimlanes and Associations, such as Actor, Role, Department
- Flow of Tasks and Sub-Process
- Branching, Decisions or Parallel Tasks
- Business or System Events, and Artifacts

Additional Visual Based Requirements Definition Techniques mentioned include:

- User Interface Mockups and Wireframe Call-Outs
- Context Diagrams and Use Case Diagrams
- Lists, Tables, and Data Dictionaries

Throughout the course, guidance is provided on:

- Clearly Identifying Scope
- Review of Requirements and Managing Comments
- Change Management of Requirements
- Requirements in Agile and other Development Methodologies