 ***Concept & Design***

**JIRA Code: <*xxx*>**

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# About This Document

This document describes the concept and design of a web application. It will be used by XXX during the planning phase of a web project to document all conceptual and design-related decisions, and must be signed at the end of the planning phase (before development begins) by both XXX, <*insert client name here*> and the service provider (if applicable).

For a detailed description how this document fits into XXX’s web development methodology, please refer to the document *XXX Web Development Methodology.doc*.

Project Managers, Business Analysts and Designers should be responsible for completing Part A (Concept & Basic Design) of this document and Technical Staff are responsible for completing Part B (Technical Design).Part A should contain enough detail to allow Part B to be completed in sufficient detail.

# Glossary

|  |  |
| --- | --- |
| **Term** | **Definition** |
|  |  |
|  |  |
|  |  |

# Progress/History

|  |  |  |  |
| --- | --- | --- | --- |
| **Version** | **Reason for Modification** | **Name** | **Date** |
| 1.0 | Initial Creation |  |  |
|  |  |  |  |
|  |  |  |  |

# Abstract

(Write an executive summary of the application / project here)

# Part A: Concept & Basic Design

## Goals

This is a list of victory conditions, describing what the end results will be

|  |  |  |
| --- | --- | --- |
| **ID** | **Goal** | **Importance to reach this goal\*** |
| G01 |  |  |
|  |  |  |
|  |  |  |

\* 1=High, 2=Medium, 3=Low

## Requirements

This is what the solution should fulfill. The priority column can be used to decide if the project needs to be completed in stages.

|  |  |  |
| --- | --- | --- |
| **ID** | **Functional Requirements** | **Priority to meet this requirement\*** |
| FR01 |  |  |
|  |  |  |
|  |  |  |
| **ID** | **Non-Functional Requirements** (e.g. usability, reliability, performance, security, portability) | **Priority to meet this requirement\*** |
| NFR01 |  |  |
|  |  |  |
|  |  |  |

\* 1=High, 2=Medium, 3=Low

## Process Flows/Use cases

The following describes involved process flows. Use cases can also be used as a basis for test case scenarios.

The <*insert application name*> application will consist of two main parts:

1. The administration interface
2. The user interface

The administration interface will enable <*insert identified administrator group(s)*> to<*insert action(s) to perform*>.

The user interface will enable <*insert identified user group(s)*> to<*insert action(s) to perform*>.

…

## Entity Relationships & Definitions

The following describes the relationships between entities. Include ER diagrams here.

|  |  |
| --- | --- |
| **Entity Name** | **Entity Description** |
|  |  |
|  |  |
|  |  |

## External Systems

How do we interface with external data and systems? Direct database connection? Flat-file or excel import, web services, etc

## User Interface / Forms

This shows what the user interface should look like. This could include wireframe sketches.

## 

## Risks

We conceive the following risks for this project.

|  |  |  |  |
| --- | --- | --- | --- |
| **ID** | **Risk** | **How can we avoid this?** | **Importance to avoid this risk\*** |
| R01 |  |  |  |
|  |  |  |  |

\* 1=High, 2=Medium, 3=Low

## Project Scope

The following will **not** be part of the project.

## Open Issues/Known Issues/Limitations

The following issues must be clarified before any development can start.

|  |  |  |  |
| --- | --- | --- | --- |
| **ID** | **Issue** | **How do we resolve this (if at all)?** | **Importance to resolve this issue\*** |
| I01 |  |  |  |
|  |  |  |  |

\* 1=High, 2=Medium, 3=Low

## Maintenance

The following people will initially be responsible for the tasks listed.

|  |  |  |  |
| --- | --- | --- | --- |
| **ID** | **Maintenance Job** | **Responsible Person** | **Backup Person** |
| M01 |  |  |  |
|  |  |  |  |
|  |  |  |  |

## Assessment

We propose the following methods for checking if the project was a success. These measurements may correlate directly with the project goals but additional assessment methods may be applicable.

|  |  |  |  |
| --- | --- | --- | --- |
| **ID** | **Assessment method** | **What does this method measure?** | **Accuracy of measurement** |
| A01 |  |  |  |
|  |  |  |  |

## Work Item List

The following are estimates of the required amount of work and timelines.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Task** | | **Responsible** | **Total Hours** | **Timeline** |
| **Planning** (e.g. Goal & Requirements Analysis, Process Flows/Use Case Definition, Entity Relationships & Definitions, User Interface/Forms Wireframes | | | | |
| ID |  |  |  |  |
|  |  |  |  |  |
| **Implementation** (e.g. creation of database tables and stored procedures, data import, generating mark-up, programming ) | | | | |
| ID |  |  |  |  |
|  |  |  |  |  |
| **Testing** | |  |  |  |
| ID |  |  |  |  |
|  |  |  |  |  |
| **Training & Documentation** | | | | |
| ID |  |  |  |  |
|  |  |  |  |  |
| **Deployment** | | | | |
| ID |  |  |  |  |
|  |  |  |  |  |
| **Total** | |  |  |  |

## Related Documents

The following resources are also important for this project.

# Sign Off For Part A

This document details what <***insert client name****>* expects and what XXX should deliver. After reviewing this document, along with any related documentation, both groups should sign off before work begins.

**NOTE**: XXX is only responsible for implementing what is included in this document and related documentation. Any feature or additional functionality not described in these documents must be separately assessed.

<***insert client name****>* **Sign Off**

This Concept & Design Document and the above listed related documentation accurately describe our requirements and contains all requirements we have for this phase of the project.

Client:

Date / Signature:

**Service Provider Sign Off**

This Concept & Design Document and the above listed related documentation contain enough information to enable us to implement the project. We guarantee that we will invest all our power to complete this project in the allotted time in accordance with the information presented in this documentation.

Service Provider Project Owner:

Date / Signature:

# Part B: Technical Design

## Technical Design Considerations

## Technologies Used

## Application Architecture

## Database Table Definitions