

Library Management System using MOSCOW Method

Step 1: Create a Table

1. Open Excel and create a new sheet.
2. Create the following headers in row 1:
 - **Requirement**
 - **Category (MOSCOW)**
 - **Justification**
 - **Impact on Users**
 - **Feasibility**

Step 2: Fill in the Data

1. List each requirement under the **Requirement** column.
2. For each requirement, analyze it based on:
 - **Impact on Users and Stakeholders:**
 - High impact → Likely a **Must-Have**.
 - Medium impact → Likely a **Should-Have**.
 - Low impact → Likely a **Could-Have**.
 - **Feasibility (Time, Budget, Resources):**
 - Easy to implement → More likely **Must-Have** or **Should-Have**.
 - Complex or resource-intensive → Likely **Could-Have** or **Won't-Have**.
3. Based on the analysis, assign a MOSCOW category (Must-Have, Should-Have, Could-Have, Won't-Have) in the Category column.

Provide reasoning in the Justification column for your categorization.

Step 3: Format the Sheet

1. Apply bold formatting to the header row.
2. Use conditional formatting to highlight the Category column based on the values:
 - **Must-Have** → Green.
 - **Should-Have** → Yellow.
 - **Could-Have** → Blue.
 - **Won't-Have** → Red.

[illegible]