Project Requirements Specification

Due Date: Refer to due date POSTED ON BRIGHTSPACE

This template should be loaded into your shared team drive before work on it begins. All team members should participate in building all documentation. The online revision history will be referenced to ensure all team members have participated. All work must be authentic, plagiarism will not be tolerated.

Submit one Report per team (File name: <<team name>> Project Requirements Spec) to the project professor via Brightspace and a link to the online document must be provided during submission.

**Submission accompanying report must contain:**

* Link to editable report on shared team drive

The Preliminary Investigation Report is a brief review of the scope and feasibility of the project. On each page, except the title page, include a footer (page numbers) and header (report and team name). The following is an ordered outline of the Preliminary Investigation Report.

This page as well as all informational text in italics needs to be deleted before final submission.

When the document is ready, export to pdf and each member and the client **must** sign this digitally. Instructions on how to do digital signatures are on Brightspace. The signed version must be submitted to Brightspace. Failure to have all signatures present, will result in marks removed. Clients must be given 2 business days to sign the document after having a chance to review a draft version.

The test plan section of this document template was adapted from: <https://www.guru99.com/test-plan-for-project.html> . Please see this website for assistance.

|  |
| --- |
| Project Requirements Specification  <Team Name> |
| Prepared For: <Client Name and Company>  Prepared By: <List of Team Members (order by last name)>  Algonquin College Professor: <Your course professor>  Date of Submission: 2021-08-25 |

# Non-Disclosure Agreement (NDA) (if applicable)

The client may require a non-disclosure agreement. If so, a signed copy should be included after the title page and must be included in all remaining submissions. Documents that are NDA protected have the following additional documentation requirements:

* The Title Page must have “Non-Disclosure Agreement (NDA) Protected” on it after the project's name
* Each page of the document must have “NDA Protected” in the Header

If the client has confirmed they do not require an NDA for your project, remove this section completely.

# Table of Contents

You must use proper styles for the Table of Contents to show the correct info, you must update the Table of Contents before submitting for signature.

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# List of Tables and Figures

The list of tables and figures includes tables and figures (maps, graphs …). If not applicable, remove the section. If applicable, update the table below.

**No table of figures entries found.**

# Introduction

The introduction (1-2 pages in paragraph format) provides:

* background material on the client’s company (history, goals, structure)
* system request
* purpose of the project (problems, opportunities)
* brief description of scope (detail in later section)
* brief description of the end users of the product
* description of process from interview to report submission
* completion date

# Project Scope

## Purpose of the Project

This paragraph outlines your understanding of the client’s requirements to initiate the project – problems, opportunities, and fulfilling directives. The project is placed in a business, technical or product line context, as applicable, with strategic issues relevant to the context discussed. Be brief and to the point.

* State why the project is required – what problem, opportunity, and/or requirements does this project address?
* A second paragraph should briefly summarize the client’s problem statement.
* Include a brief history of the current system, its users, and what led to this project. The key words here are – HISTORY and BRIEF. Describe the history of the system. How did the current system come about? How well did it fulfill the client’s needs? Over time, did anything take place (growth, government regulations, etc...) that caused the system to become obsolete or ineffective - subsequently leading to the submission of the project request.

## Users of the Project

The profiles of all users are briefly described here. This paragraph, at a minimum, answers the following questions/provides the following information:

* Describe who will be using the system.
* Describe the user work profile (be brief ie. What are the major functions?).
* Describe skill levels that may be required to use the system.
* Describe any special needs required for the system as you understand them.

## Out of Scope

This lists what is not considered in scope for the project. What will be purposely excluded due to complexity, timeline, other lack of resources or to be done as future work not by this project team.

# Requirements

## Functional Requirements

List all the project’s software functional requirements and labelled SWFx. What is the system supposed to do (observable behaviour)? You must be able to test for each of the requirements. Use the project scope and findings from meetings with the client to identify the requirements. Requirements provide the foundation of your entire project, including being used as a foundation for evaluation, make sure you spend the time to do a good job on this list. You should aim for 5-7 for a team of 5 people.

The system shall:

* SWF1:

## Non-Functional Requirements

Identify non-functional requirements (qualities, properties, constraints - examples: design/implementation constraints, external interface requirements, platform, adherence to corporate branding standards, accessibility for disabled, performance, maintainability, portability, compatibility, scalability, security, reliability, availability, ethical considerations, regulatory compliance, cultural (internationalization and localization) requirements, cost, confidentiality (NDA), ...)

SWNF1: Have a target completion deadline of <insert project deadline>.

SWNF2: <insert non-functional requirement (example “provide a user-friendly interface)> ….

The system shall:

* SWNF1:

## Development and Production Environments

The hardware and software needed for the development and production environments are as follows:

| Hardware | Programming Languages | Operating System | DBMS |
| --- | --- | --- | --- |
| Development: | | | |
| <hardware specifications> | <languages versions> | <OS version> | <DBMS version> |
| Production: | | | |
| <hardware specifications> | <languages versions> | <OS version> | <DBMS version> |

# Test Plan

## Quality Objective

Explain the overall objective that you plan to achieve with your manual testing and automation testing. Remember, this is a document which will act as a commitment between the client and yourselves so do not over or under commit.

## Test Methodology

Mention the reason of adopting a particular test methodology for the project. The test methodology selected for the project could be

* Waterfall
* Iterative
* Agile
* Extreme Programming

## Test Completeness

Here you define the criteria that will deem your testing complete. For instance, a few criteria to check Test Completeness would be

* 100% test coverage
* All Manual & Automated Test cases executed
* All open bugs are fixed or will be fixed in next release

## Test Environment

Mention the minimum hardware requirements that will be used to test the Application.

# Conclusions

Introduce this section with one sentence, leading into a bulleted list of major findings (facts you discovered) related to scope.

# Requirements Approval

The client, <insert client’s name>, understands that the Information Communications and Technology – Application Programming (ICT-AP) Department of Algonquin College is not a software development company, and cannot be regarded as being under contract to deliver a finished product. The students are working as a team to complete the project, on which their CST8334 Software Development Project course mark heavily depends. However, the client agrees that the information captured in this document is an accurate reflection of the requirements they wish the students to work towards delivering to the best of their abilities.

The students on team <insert team name> pledge that all software provided to the client, <insert client’s name>, has been authored by the team or identified with appropriate permission for its use.

The client, <insert client’s name>, also understands that the students do not claim to have professional expertise and will not be available after the delivery date, to support the product.

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| Name of Client |  | Signature |  | Date |

# Appendices

The Appendices could include (remove if not applicable):

* Other project specific material referenced in report (research, previous team’s work, …)