Checklist of Questions for Identifying Data Requirements

from *Software Requirements Essentials*by Karl Wiegers and Candase Hokanson

* What data does each component of the solution require? What are the sources of that data?
* What data does each component produce that should be retained?
* What stakeholders or systems consume each piece of data? How do they use it?
* What data objects are inputs from, or outputs to, entities that are external to the solution? By what mechanisms will data be received and sent out?
* What data objects flow between systems, components, or processes in the solution? By what mechanisms will data objects flow between components?
* What constraints, business rules, or dependencies apply to each data object?
* Which system or process “owns” each data object and therefore is the source of truth about it?
* What information needs to be input or displayed on a user interface screen?
* What policies must the system comply with regarding data governance, including quality, access, security, privacy, integrity, retention, archiving, and disposal?