BRD Analysis - 2025-08-12

Okay, here’s a detailed BRD analysis of the provided content, presented from a senior BRD analyst's perspective, incorporating a critical assessment and recommendations for improvement: **BRD Analysis – TBML Automation (Detailed)** This BRD is exceptionally detailed and frankly, a significant operational burden. It’s a collection of very specific, step-by-step instructions rather than a robust, well-defined process. Here’s a breakdown: **1. Overall Assessment & Key Issues:** * **Over-Specified Process:** The document reads like a procedural manual rather than a high-level process description. The level of detail is excessive and suggests a lack of clearly defined roles and responsibilities. * **Reliance on Manual Intervention:** The numerous “paste special” steps, manual data entry, and freeze/delete operations indicate a heavy reliance on manual intervention, increasing the risk of errors and slowing down the process. * **Lack of Scalability:** This approach is not scalable. Adding new data sources or changing the mapping rules will require substantial rework. * **Ambiguity:** Phrases like "Third tick ‘YES’ or ‘NO’ basis Mysis system” are ambiguous and require clarification. **2. Functional Requirements (Detailed Breakdown):** * **Data Extraction & Transformation:** The core functionality – ETL – is clearly defined but implemented through incredibly manual steps. The formula `CLEAN(TRIM)` is repeatedly applied, indicating a core requirement for data cleansing, but its application needs scrutiny. * **Mapping Rules:** The document highlights the importance of mapping rules but doesn’t provide a structured approach to defining, documenting, or managing these rules. This is a major risk. * **Lookup Formulas:** The use of VLOOKUP formulas is acceptable, but the specific lookup criteria and the underlying data sources need to be clearly defined. * **"Third Tick” Logic:** This is the most significant area needing clarification. A well-defined process for identifying and updating the “Third” flag based on Mysis system data is critical. **3. Non-Functional Requirements (Emerging):** * **Data Accuracy & Consistency:** The repetitive cleansing steps (particularly the `CLEAN(TRIM)` formula) are intended to ensure data accuracy, but the potential for errors during manual data entry remains a significant concern. * **Auditing:** The level of detail, while potentially aiding auditing, could also create a massive administrative burden if every step needs to be meticulously tracked. **4. Visual Representation Suggestions (Inferred):** * **Data Flow Diagram:** A data flow diagram would be extremely beneficial to visualize the flow of data from the various source systems through the transformation process to the final TPP file. * **Process Flowchart:** A process flowchart, breaking down the steps into logical blocks, would also improve clarity. **5. Recommendations & Immediate Action Items:** * **Process Standardization:** Develop a standardized process with clearly defined roles and responsibilities. * **Centralized Mapping Rules Repository:** Create a centralized repository for all mapping rules, documented with version control. * **Automation Opportunities:** Investigate opportunities to automate parts of the ETL process – potentially using scripting or a data integration tool. The core `CLEAN(TRIM)` could be implemented programmatically. * **Clarify "Third Tick" Logic:** Define the precise criteria for determining the “Third” flag and document the process for updating it. * **Reduce Manual Steps:** Identify and eliminate redundant or unnecessary manual steps. **6. Key Metrics to Track:** * **Data Error Rate:** Track the number of errors found during data validation. * **Processing Time:** Measure the time taken to complete the entire process. * **Number of Manual Interventions:** Monitor the frequency of manual data entry and verification. --- Would you like me to: * Expand on a specific aspect of this analysis (e.g., the “Third Tick” logic or a particular data transformation step)? * Draft a revised process outline based on these recommendations? * Create a simplified data flow diagram based on the information provided?