**1st document is the proposal**:

Proposal – Thought process of the key areas in the code

**2nd document is design.**

**Title page:**

* Company name
* With name, Learner number, “Occupational specialism”, potentially a picture related to the theme of the scenario.

**Content Page:**

* Auto generated contents page
* All titles/ sub-titles are formatted as “Headings”.

**Organisation Overview:**

* Give description of the business the scenario is about.
* Who are they as a business.
* What they do
* What are they looking for

**Problem Overview:**

* Write detailed description of your understanding of the problem. (Main problems with their current system)
* Talk about the impact the problems have on the business.
* Current problem with the current system.
* **DO NOT TALK ABOUT HOW YOU WILL SOLVE THESE ISSUES!**

**User Groups:**

* Identify what you feel are the groups of users who you think would use your systems.
* Explain how you have identified them
* Briefly talk about how they will use your system. (What sorts of things are they likely do with the system)

**Empathy Maps:**

* Table of problems and needs:
* Shows a process of exploring what Customers/ users think and feel about the current solution.

**User Stories:**

For each group create a user story that highlights:

* Thinks they want to do
* Why they want to do it
* Acceptance Criteria

Laws / Guidance / Legislation:

* Explore what laws and guidance that the business must operate under
* Look at the laws and legislation that the business would have to work under.
* Look at other laws/ Legislation that will impact your system you will develop.
* What are the impacts on your project? What will you do to adjust/ mitigate these impacts.