



# BUSINESS REQUIREMENT DOCUMENT (BRD)

## PROJECT

Personal Profile Website for Professor Grace Otinwa

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BA/PM

## Revision history

VERSION	AUTHOR	REVISION	DESCRIPTION	APPROVED BY
V1	PATRICIA CHUKWU	01/10/2025	Initial draft	Prof Grace Otinwa
V2	Patricia Chukwu	30/02/2025	Review and additions	Prof Grace Otinwa

## Executive summary

This Business Requirements Document (BRD) outlines the key objectives, scope, features, and deliverables for the development of the personal profile website of Professor Grace Otinwa. The project aims to create a digital archive and legacy platform that highlights her contributions to academia, faith, mentorship, and leadership. The website will feature her biography, achievements, research works, publications, and a legacy documentary. It will serve as a central hub for students, mentees, colleagues, and the global community to learn from her life and work. The BRD captures all functional, non-functional, and project management details necessary to ensure successful execution and timely delivery of the website.

## Purpose

The personal profile website of Professor Grace Otinwa is intended to document, showcase, and preserve her academic, professional, and personal legacy. It will serve as an online archive of her achievements, research, mentorship, and impact within academia, ministry, and community service.

Objectives include:

- Highlighting her biography and career milestones.
- Providing access to her published works, lectures, and media appearances.
- Serving as a credible reference for researchers, mentees, and collaborators.
- Integrating her legacy documentary for public viewing.

## Scope

### In-Scope:

- Web design and development
- Content writing and curation (bio, timeline, publications, gallery, etc.)
- Integration of photos, videos, and documentary trailer
- Blog or “Reflections” section for personal thoughts and quotes
- Contact form for professional engagements

### Out-of-Scope:

- E-commerce integration
- Continuous blog management

## Stakeholders

Role	Name/Position	Responsibility
Project Sponsor	Professor Grace Otinwa	Approves direction and content
Project Manager	Patricia Chukwu	Oversees timelines and coordination
Web Developer	Elijah and Florence	Builds and maintains the website
UI/UX Designer	Elijah	Designs the interface and experience
Content Curator	Bolu	Collects, edits, and uploads materials
Documentary Team	Olabode, Adeolu & Team	Provides media assets and footage

## Functional Requirements

Module / Feature	Requirement Description	Expected Behavior / Output	Priority
Home Page	Display hero section with introductory image, quote, and brief summary of Prof. Otinwa	Users see an impactful landing section with a call-to-action to explore biography, research, and documentary	High
	Academic Contributions section	Showcase Prof. Otinwa's key academic achievements in a visually appealing layout	High
	Explore My Work section	Display 3 sub-categories: Latest Research, Student Resources, Recent Insights	High
	Mentorship & Teaching snapshot	Highlight number of students mentored, courses taught, and teaching awards	Medium
	Blog & Insights teaser	Display featured posts with clickable links to full articles	Medium
	Contact / Let's Connect section	Quick access to contact form and contact details	High
About Page	Biography section	Detailed professional and personal background of Prof. Otinwa	High
	Timeline of academic journey	Interactive or scrollable timeline of key milestones	Medium
	Documentary section	Embed video player for documentary preview	High
	Awards & Recognition	Display honors, leadership roles, and notable achievements	Medium

Module / Feature	Requirement Description	Expected Behavior / Output	Priority
	Gallery	Display relevant photos of Prof. Otinwa in academic, family, and faith contexts	Medium
Mentorship & Teaching Page	Structured display of mentorship journey	Include achievements, photos, and stories of student impact	High
	Courses & Resources section	Link to teaching resources, downloadable materials, and course summaries	Medium
Research & Publications Page	Publications listing	Display 50+ research works with clickable links to full papers	High
	Citation metrics	Highlight total citations, collaborations, and notable research contributions	Medium
	Books & Media	Display authored books with details and optional e-commerce links for purchase	Medium
Documentary Integration	Video playback functionality	Play full documentary or sections directly on website, responsive across devices	High
	Subtitles / Captions	Provide optional captions for accessibility	Medium
	Download or Share feature	Users can share video or download sections if permitted	Low
Blog Page	Post listing	Display recent blog posts with summaries, dates, and authors	Medium
	Filtering & Categorization	Users can filter posts by topic or category	Low
Contact Page	Contact form	Fields: First Name, Last Name, Email, Phone, Subject, Message	High
	Form validation	Ensure all mandatory fields are filled correctly	High
	Automatic response	Send confirmation email to user with expected response time	High
	Notification to admin	Send new message alerts to designated email	High
	Location display	Embed interactive map showing office location	Medium

Module / Feature	Requirement Description	Expected Behavior / Output	Priority
Footer	Quick links	Home, About, Research, Blog, Contact pages	High
	Social icons	LinkedIn, Email, other relevant platforms	Medium
	Copyright & legal info	Display ©2025 Prof. Grace Otinwa. All rights reserved.	Medium
Website Navigation	Responsive menu	Enable users to navigate seamlessly across pages	High
	Mobile & desktop optimization	Ensure website is fully responsive across devices and browsers	High

## ⌚ 5. Non-Functional Requirements

Category	Requirement
Performance	Website should load fully in under 4 seconds
Accessibility	Optimized for mobile and desktop
Security	SSL certificate, data encryption for forms
Reliability	99.9% uptime hosting
Maintainability	Easy to update with a CMS (e.g., WordPress or Webflow)
SEO	Proper metadata, alt texts, and Google indexing

## 📅 6. Project Timeline (Indicative)

Phase	Duration	Deliverables
Discovery & Content Gathering	1 week	Collected texts, images, videos
Design & Prototype	1 week	Website mock-up approval
Development	2 weeks	Functional website
Testing & Feedback	1 week	Debugging and fine-tuning
Launch	March 15–20, 2025	Website goes live

## 7. Acceptance Criteria

The project is considered successful when:

- All agreed pages are functional and visually appealing.
- Documentary is properly integrated.
- All links and media work correctly.
- Professor Otinwa reviews and approves final content.

## 8. Appendix

- Color palette and typography choices: white, blue, green, purple, navy blue