BUSINESS REQUIREMENTS DOCUMENT TEMPLATE

PROJECT DETAILS

PROJECT NAME
The Contactless ATM Transactions system

CREATOR
Name1 Name2 Name3

DOCUMENT NO.	DATE	VERSION NO.
1	14/08/2024	1.0

1. EXECUTIVE SUMMARY SNAPSHOT

Provide an executive summary (overview of your business requirements) here. Your executive summary should be a "snapshot" of the purpose of your business requirements, including a brief description of any analysis, findings, project details, scope, business drivers, proposed process, current process, and functional requirements. An executive summary provides an overview of a larger document or of research and is usually the first thing your reader will see. Here are the questions you should answer when writing your business requirements executive summary:
- What is the goal (purpose) of this business requirements document (BRD)?
- Who is the audience for this business requirements document?

2. PROJECT DESCRIPTION

The Contactless ATM Transactions system aims to provide the ATM services to the customer without contacting the bankers. This release will have limited features. Over the period of time, new requirements will be added to the system application. This project is beneficial for the bankers as well as the customers/account holders of the banks.

3. PROJECT SCOPE

The scope of this project is limited to the testing of the features described in the succeeding sections of this document. Non-functional testing like stress, performance is beyond scope of this project. Automation testing is beyond scope. Functional testing & external interfaces are in scope and need to be tested This application will be used from ATM centers verified by the banks.

IN-SCOPE ITEMS	OUT-OF-SCOPE ITEMS
Item 1:	Item 1:
Item 2:	Item 2:
Item 3:	Item 3:
Item 4:	Item 4:
Etc.	

4. BUSINESS DRIVERS

Enter the reasons (i.e., business drivers) why your business is initiating the project. In short, Why are you undertaking the project? Examples might include the following: legal requirements, cost savings with a more efficient practice, updated import/export laws, improved efficiency, improved sales, etc.

Business Driver 1:	Provide a detailed explanation for this driver...
Business Driver 2:	Provide a detailed explanation for this driver…
Business Driver 3:	Provide a detailed explanation for this driver…
Business Driver 4:	Provide a detailed explanation for this driver…

5. PRESENT PROCESS

Provide details of your current, prevailing process for addressing the primary issue your project attempts to solve. Feel free to include diagrams, flowcharts, or other visuals to illustrate the current process.

6. PROPOSED PROCESS

Provide details of the proposed process for addressing the primary issue your project attempts to solve. Feel free to include diagrams, flowcharts, or other visuals to illustrate the proposed process. For this process, we recommend that you use the same illustrative tool/style that you used for your present/current process (above).

7. FUNCTIONAL REQUIREMENTS

Detail the project's functional requirements by enumerating the ways in which the current process addresses the issue and by describing the functional requirements necessary to make the project successful.

– PRIORITY

Use the following priority table. It allows you to apply a ratings system to your requirements, so you have the visibility (into the value, status, and description of each requirement) that is necessary for determining whether a particular requirement is essential to

project success.

VALUE	STATUS	DESCRIPTION
1	Immediate	The requirement is critical to the project's success. Without fulfilling this requirement, the project is not possible.
2	High	The requirement is high priority re the project's success, but the project could still be implemented in a minimum viable product (MVP) scenario.
3	Moderate	The requirement is important to the project's success, as it provides value, but the project could still be implemented in an MVP scenario.
4	Low	The requirement is of low priority, but the project's success is not dependent upon it.
5	Prospective	The requirement is out of the project's scope and is included as a possible component of a prospective release and/or feature.

– CATEGORIES (RC1)

In this section, detail the project's functional use; break down your project's requirements into categories so that they're easy to understand. You can duplicate this section for any successive project categories as needed. The following table includes a unique ID for each requirement, the details of each requirement, the priority of each requirement, and the name of the person who is driving or is responsible for the requirement. Include descriptions of how the current process addresses the issue. Also include the functional requirements necessary to achieve success.

ID	REQUIREMENT	PRIORITY	RAISED BY

8. NON-FUNCTIONAL REQUIREMENTS

Detail all non-functional requirements (NFRs) of the project, including such things as features, system behavior, and project characteristics that relate to user experience.

ID	REQUIREMENT

9. GLOSSARY

For easy reference, enter any terms, abbreviations, and/or acronyms that you include in this document.

TERM/ABBREVIATION	EXPLANATION

10. REFERENCES

Provide links to all referenced resources (websites, documents, etc.) throughout this document.

NAME	LOCATION

11. APPENDIX

Include any additional information for reference, e.g., process details, analysis results, studies, third-party examples, etc.