

# REQUIREMENT GATHERING

**Date:** [Date]

## 1. Project Overview:

- o Briefly describe your project. What problem does it aim to solve, and what are its main objectives?

## 2. System Scope:

- o Specify the extent to which the system is proposed. Is it for research purposes, a prototype, or a full-scale implementation?

## 3. Target Audience:

- o Identify the viewers or public who will be involved with the system. Are there specific user groups or stakeholders?

## 4. Modules:

- o List the key modules included in your system. What functionalities do they provide?

## 5. User Roles:

- o Identify the different user roles in your project. Who will interact with the system, and what permissions or access levels do they have?

## 6. System Ownership:

- o Who owns the system? Is it an academic institution, an organization, or an individual?

## 7. Industry/Domain:

- o Specify the industry or domain to which the system is related (e.g., healthcare, finance, transportation).

## 8. Data Collection Contacts:

- o Provide details of the person(s) you have contacted for data collection. Include their name, role, and contact information.

## 9. Questionnaire for Data Collection:

- o Create a questionnaire with at least 10 questions. Ensure it covers relevant aspects of your project. If applicable, attach additional documents (e.g., bill receipts, certificate models).