**Date:**08/10/2015  
**To:** kate\_mason@scrassociates.com  
**From:** jesse\_baker@scrassociates.com  
**Subject:** System requirements

Hi Kate,

Before we go any further, we need to study the fact-finding results and translate them into a set of system requirements for TIMS. You can start by reviewing the JAD session summary in the Data Library and putting together a list of system requirements, including outputs, inputs, processes, performance, and controls.

Also, please draw an FDD that shows the main functions for TIMS. Thanks.

Jesse Baker