**Requirement plan**

Admission system

**Contents**

[**List of tables** 2](#_Toc391326742)

[**List of figures** 2](#_Toc391326743)

[**1.** **Introduction** 4](#_Toc391326744)

[3.1. Functional modeling 6](#_Toc391326745)

[3.2. Process Description 6](#_Toc391326746)

[3.3. Roles and Responsibility 7](#_Toc391326747)

[**2.** **Requirement Schedule** 8](#_Toc391326748)

[**3.** **Tools, Environments and Infrastructure** 11](#_Toc391326749)

[**4.** **Document Template** 12](#_Toc391326750)

# **List of tables**

[Table 1: Revision history 3](#_Toc391326725)

[Table 2: Process description 7](#_Toc391326726)

[Table 3: Roles and responsibility 8](#_Toc391326727)

[Table 4: Requirement Schedule 10](#_Toc391326728)

# **List of figures**

[Figure 1: Requirement process 5](#_Toc391326683)

[Figure 2: Functional modeling 6](#_Toc391326684)

Revision

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **Version** | **Update date** | **Author** | **Content** |
| 1 | 1.0 | 11/18/2013 | Huynh Trong Khang | Create Requirement plan document |
| 2 | 1.1 | 11/19/2013 | Huynh Trong Khang | Update Template |
| 3 | 1.2 | 11/20/2013 | Huynh Trong Khang | Update Requirement Schedule |
| 4 | 1.3 | 11/23/2013 | Huynh Trong Khang | Update process, description, roles and reponsibility |
| 5 | 1.4 | 11/26/2013 | Huynh Trong Khang | Update detail roles for Stage 1,2  Update requirement schedule. |
| 6 | 1.5 | 11/15/2013 | Huynh Trong Khang | Combine stage 1 and stage 2 into one  Process, functional modeling, roles & responsibility |

Table 1: Revision history

# **Introduction**

The requirement plan will support to define the roles and responsibility of team members in requirement processes, procedures and give a detailed schedule to be collect, analyze for establishing the requirement document used by the Deadline team

# **Requirement process**



Figure 1: Requirement process

## Functional modeling



Figure 2: Functional modeling

## Process Description

|  |  |  |
| --- | --- | --- |
| **No** | **Activities** | **Description** |
| 1 | Planning | Planning the activities of the this stage. |
| 2 | Establish customer meetings | Establish the encounters between customer and the team are structured to make the most efficient use of valuable time spent with the customer. |
| 3 | Discover high level requirement | Gathering as much information about what the stakeholders need and expect in the system. Gathering as much information as possible regarding the system include high-level functional requirements, business constraints, technical constraints, and quality attributes. |
| 4 | Analyze high level requirement | Analyze high level requirement information gathered to clarify and refine high level requirement involve the system architecture |
| 5 | Document high level requirement | Document and uses templates designed to capture information about the system architectural drivers include high-level functional requirements, business constraints, technical constraints and quality attributes. |
| 6 | Review | After the architecture drivers specification is complete must review and formally accepted by the stakeholders. |
| 7 | Establish the scope of the system/product | Establish the scope, context, and size of the development effort. |

Table 2: Process description

## Roles and Responsibility

|  |  |  |
| --- | --- | --- |
| **Role** | **Assign for** | **Stage 1 recommended responsibility** |
| Customer | Nguyen The Quang | The customer is responsible for defining and approving all requirements, and all modification to requirements. |
| Managing engineer | Ngo Quang Huy | - Assist the requirements engineer in planning the requirement elicitation  - Make questions to gather requirements (focus on functional requirement).  - Analyzes and describes requirements (entity, functional, non-functional)  - Put user stories into Product backlog document |
| Chief Architect | Ta Ngoc Thien Phu | - Make questions to gather requirement (focus on functional requirement).  - Analyzes and describes requirements (entity, functional, non-functional)  - Assist the requirements engineering in capturing and documenting to collection of raw architecture drivers.  - Put user stories into Product backlog document |
| Chief scientist | Khau Thanh Dao | - Make question to gather requirement (focus on technical and quality attribute issues associated with eliciting the architectural drivers)  - Identifying early technical risks associated with the architectural drivers.  - Describes technical constraint..  - Analyzes and describes requirements(entity, functional, non-functional)  - Put user stories into Product backlog document |
| Requirements Engineer | Huynh Trong Khang | - Plan, coordinate, and gathering initial requirements  - Establish customer meetings  - Make questions to gather requirement (focus on scope project).  - Writing the operation requirement  - Analyzes and describes requirements(entity, functional, non-functional, constraints)  - Responsible for writing the architecture drivers specification document  -- Writing the Product backlog document  - Synthesis and review requirement documents  - Communication with customer to validate requirements. |
| Quality process engineer | Nguyen Phan Xuan Huy | - Ensure that the requirement process are being followed.  - Make questions to gather requirement (focus on business constraint and quality attribute).  - Analyzes and describes requirements(entity, functional, non-functional)  - Assist Requirements Engineer review outline requirement documents  - Put user stories into Product backlog document |
| Support engineer | Le Ngoc Chau | - Install, configure, and maintain the tools necessary to support activities  - Recording meetings minutes for any stakeholder meetings  - Make questions to gather requirement.  - Analyzes and describes requirements (entity, functional, non-functional)  - Assign Requirements Engineer review contents in requirement documents.  - Put user stories into Product backlog document |
| Production engineers | Deadline Team | - Assist the team in the elicitation, capture, review and documentation of architectural drivers engineers.  - Analysis requirement |

Table 3: Roles and responsibility

# **Requirement Schedule**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Activities** | **Start** | **End** | **Human Resource** | **Stage** |
| 1 | Discover Architectural Drivers.   * Functional * Quality Attribute * Constraints | 26/11/2013 | 26/12/2013 | Deadline Team | High level |
| 2 | Create Operation Requirement Document. | 26/11/2013 | 26/12/2013 | Huynh Trong Khang |
| 3 | Meeting with customer #1  - Elicit requirements high level and quality attribute   * Compose newsletter module * Catalog module * Question and Answer module   - Constraints: technical and business | 28/11/2013 | 28/11/2013 | Deadline Team |
| 4 | Update Operation Requirement Document.   * Functional * Quality Attribute   *<send document for customer review>* | 28/11/2013 | 29/11/2013 | Deadline Team |
| 5 | Meeting with customer #2.   * Review entities and continues elicit high level functional and quality attributes | 3/12/2013 | 3/12/2013 | Deadline Team |
| 6 | Update Operation Requirement Document  Create Architecture Drivers Specification   * Entities * Use case diagram | 3/12/2013 | 5/12/2013 | Deadline Team |
| 7 | Meeting with mentor #2 to review works done at requirement stages | 5/12/2013 | 5/12/2013 | Deadline Team |
| 8 | Update Architectural Drivers Specification   * Use case diagram * Use case description * Quality Attribute scenarios   *<send document for customer review>* | 5/12/2013 | 10/12/2013 | Deadline Team |
| 9 | Meeting with mentor #3 to review works done at requirement stages | 12/12/2013 | 12/12/2013 | Deadline Team |
| 10 | Review with customer #3.   * Use case diagram * Use case description * Quality Attribute scenarios | 12/12/2013 | 12/12/2013 | Deadline Team |
| 11 | Update Architectural Drivers Specification *<Requirement changes>*   * Entities * Use case diagram & description | 12/12/2013 | 17/12/2013 | Deadline Team |
| 12 | Review Architectural Drivers Specification with team members  *<send document for customer review>* | 14/12/2013 | 17/12/2013 | Huynh Trong Khang |
| 13 | Meeting with mentor #4 to review works done at requirement stages | 19/12/2013 | 19/12/2013 | Deadline Team |  |
| 14 | Meeting with customer #4   * Review entities, use case diagram and description only | 19/12/2013 | 19/12/2013 | Deadline Team |
| 15 | Update Entities and use case diagram and description  *<sent for customer approved>* | 19/12/2013 | 19/12/2013 | Deadline Team |
| 16 | Continues update and analyze   * Quality attributes scenarios * Technical/business constraints | 19/12/2013 | 21/12/2013 | Deadline Team |
| 17 | Review Architectural Drivers Specification with team members  *<send for customer review>* | 21/12/2013 | 21/12/2013 | Deadline Team |
| 18 | Meeting with customer #5   * Review Quality attribute and constraints * Define prioritization | 24/12/2013 | 24/12/2013 | Deadline Team |
| 19 | Update whole architectural drivers specification document  *<sent for customer approved>* | 24/12/2013 | 24/12/2013 | Deadline Team |
| 20 | Establish Project Scope.  Review customer, mentor & closed architecture drivers specification | 26/12/2013 | 26/12/2013 | Deadline Team |  |
| 21 | Get detail requirements for Sprint 1 | 06/03/2014 | 06/03/2014 | Deadline Team | Sprint 1 |
| 22 | Get detail requirements for Sprint 2 | 01/04/2014 | 01/04/2014 | Deadline Team | Sprint 2 |
| 23 | Get detail requirements for Sprint 4 | 06/05/2014 | 06/05/2014 | Deadline Team | Sprint 4 |

Table 4: Requirement Schedule

# **Tools, Environments and Infrastructure**

Excel 2010 and Word 2010 will be used for developing requirement documents.

Visio 2010 will be used for developing use case diagram.

Gmail will be used for communicate with customer.

TortoiseSVN will be used for saved document.

# **Document Template**

Operational Requirement Document – Template.

Architecture Drivers Specification – Template.

Product Backlog Template - Template