MANASSAS DEPARTMENT OF ANIMAL CONTROL

Business Requirements Document

Manassas Department of Animal Control

Website Redesign

Business Requirements Document

Version 0.3

August 22,2019

Revision History

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| --- | --- | --- | --- |
| Date | Version | Description | Author |
| 07/16/2019 | 0.1 | Initial Draft | Marc |
| 08/14/2019 | 0.2 | Working Draft | Deepika |
| 08/22/2019 | 0.3 | Working Draft | Deepika |
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1.**INTRODUCTION**

1.1 Purpose

The purpose of Business Requirements Document (BRD) is to express the requirements of the customers and stakeholders to be served by the deliverables of the project.

The primary audience for the document is functional groups, project teams, Experts to implement the application, system to meet the customer’s requirements. The team should require all the information’s related to the project.

1.2 Scope

This is a request for design enhancements and upgrades to improve performance and usability for viewing of the customer’s data within the Manassas department of Animal control. This can be accomplished by retrieving the data of customers from their previous record and use the data for multiple existing as well as emerging purposes including complain, data entry, processing about the animals that were adopted from the department.

1.3 Background

The redesign of the company website will benefit both the animal control team and the distributors of content and the audience of students, educators and supporters who are seeking information and resources provided by the government.

The redesign will allow the users to easily find what they need, and the content of the site will offer user features and functionality that will help to achieve organizational goals. It will help to increase donations for animal shelter and make giving experience simple and easy. The new design will improve search and navigation creating dashboard for future customers. It will also help to create consistency to the brand feel and look.

2. **OVERVIEW**

This document defines the high-level requirements Website Redesign. It will be used as the basis for the following activities:

* Creating solution designs
* Developing test plans, test scripts and test cases
* Determining project completion
* Assessing project success

| **Term** | **Explanation** |
| --- | --- |
| Domain | A group of web pages defined by a common address, or URL |
| URL | Web address, such as www.manassascity.org |
| BRD | Business Requirements Document (this document) |
| Wireframe | Layout and functional blueprint for key pages |
| S&P | Strategy and Planning |
| KPI | Key Performance Indicators |
| UX | User Experience |

**3. GLOSSARY OF TERMS**

**4. REQUIREMENTS**

**4.1 Business Requirements**

The following Business needs and Requirements were identified by utilizing a prioritized list defined by the discussions of stakeholder.

###### Browser Compatibility

1. The system should be able to display the website with full functionality in the following browsers. Display details may vary.
   1. Internet Explorer 8.0 and 9.0 (Windows)
   2. Firefox (Windows, Mac)
   3. Chrome (Windows, Mac)
   4. Safari (Mac)
   5. Mobile Browsers (iOS Safari and Android Browsers) on current devices

###### Cookies

1. Site must be able to attach and read first party cookies to a user’s computer for purposes including site analytics, user recognition and personalization and cross-site handoffs. The site must also be able to function when users have cookies blocked, disabled or deleted.

###### Content Management

1. The Content Management System will permit users to view, update and publish content through a secure administrative interface.
2. The Content Managment System must support multiple users with per-user permissions controlling their access to areas of content.
3. The Content Management System will be an independently supported system, with support and development generally available from external sources.
4. The Content Management System will support multiple content types and content attributes and the ability to search through content in a structured manner.

###### Error Handling

1. Special error handling will be provided for at least the following HTTP errors: 404, 403 and 500
2. The system should have error pages that match the site’s branding and theme including customized, editable content.
3. Each error page should have analytic tracking codes so the webmaster can track errors occuring on the site.

**4.2 Non-functional Requirements**

\* Technical support will be provided to users of the new solution.

\* Reference material will be provided to the users.

\* Notification of scheduled maintenance periods that require service to be offline shall be disseminated to the user a minimum of 48 hours prior to the event.

\* Updates shall be made, as necessary, to applicable user manual.

\* The IT solution shall be designed to comply with the approved Enterprise agreements.

**5.OTHER CONSIDERATIONS**

**5.1 Constraints**

The project has following constraints:

|  |
| --- |
| * Functioning hardware   The hardware of the system should be properly examined and monitored. |
| * Budget shall not be exceeded without approval of the board of directors or stakeholders |
| * Operating systems should be operable at the time of the project launched. Failure to do so will result in loss of time, effort and deliverables. |
| * Database configuration should be passed and supported by the vendors. |
| * The DOD |

**APPENDIX A – GLOSSARY**

a) Virtual Lifetime Electronic Record (VLER), Data Access Service (DAS) and Work Effort Unique Identifying Business Requirements Document, March 2012

<https://www.va.gov/VLER/docs/BusinessReqtDocs/VLER_DAS_BRD_5Mar2012v2.pdf>

b) GLSEN Website Redesign S&P pdf., BRD, V.0.3, December 13, 2012