Requirements Gathering Template

| Understanding the need for the feature  *Describe why the business would like to introduce the feature. What benefits will it bring to customers and CBA?* |
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| Identify confusion in language  *Are there any words that one or more teams seem to be using incorrectly? Explain what they are and the correct use of the word(s).* |
| Identify edge cases  *Are there any ‘What if?’ situations that the teams might not have considered, or that one team has thought about where others haven’t?* |
| User stories  *Write at least three user stories in the ‘As a… , I want… , so that…’ format.* |
| *Definition of done*  *Write a definition of done for one of your user stories using the BDD ‘Given… , when… , then…’ format.* |