Episode 3 — Requirements Gathering & Analysis

- Requirements Gathering & Analysis
- A critical step before any architectural design — it determines the success of the whole design.

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Quick Recap — Episode 2

- Architectural thinking overview
- Difference between **Functional** and **Non-Functional** requirements
- Translating business needs into technical requirements

What are requirements and why they matter

Requirements are the foundation of any design

Goal: transform unclear client statements into clear, measurable, and actionable requirements

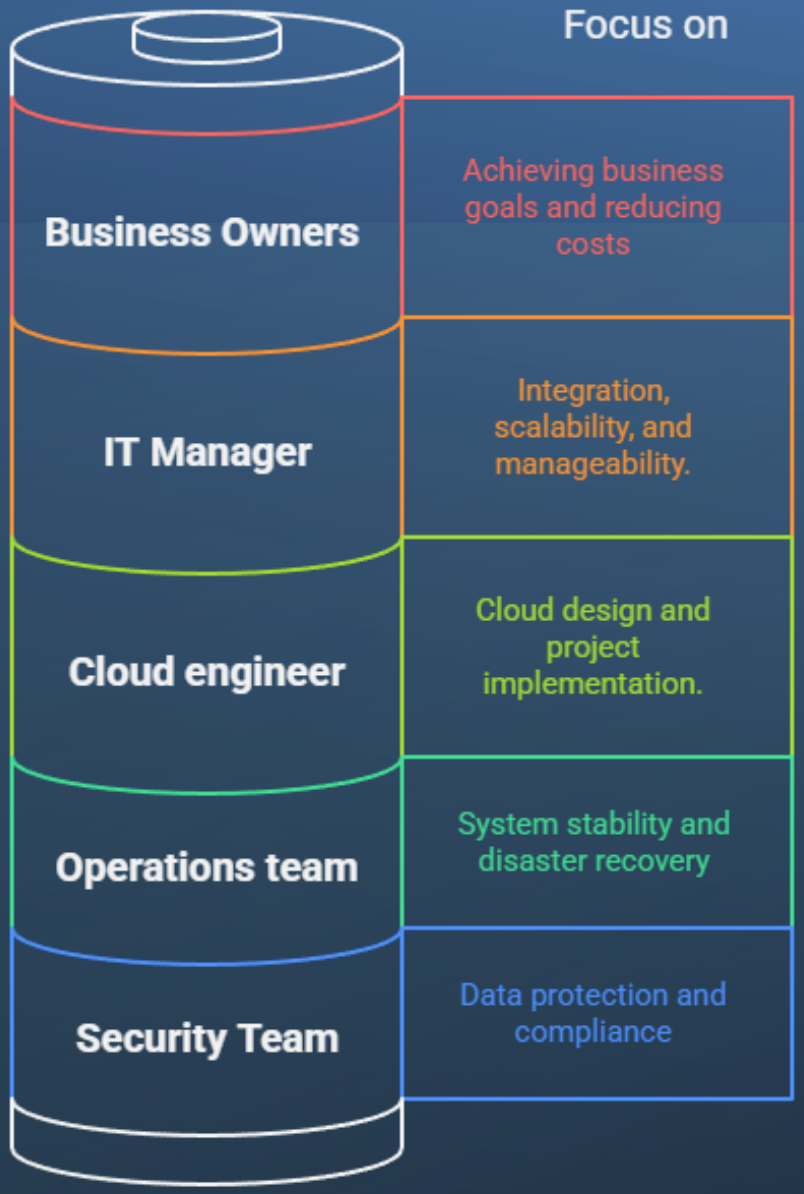
Stakeholder Mapping

Identify stakeholders who provide requirements

Examples: Business Owner, IT Manager, Security Officer, Operations

Map each stakeholder's concerns and questions

Stakeholder Mapping



Questions to Ask for Requirements Gathering

Why:

- Why do you need this feature/process?
- Why is this important for your business/operations?
- Why do you think the current system/process is not enough?
- Why now, and not later?
- Why would this requirement make a difference for end users or customers?

What:

- What problem are you trying to solve?
- What is the main goal you want to achieve with this solution?
- What would success look like for you?
- What challenges are you currently facing?
- What happens if we don’t implement this requirement?
- What data, systems, or teams will be impacted?
- What are the must-have vs nice-to-have requirements?

Prioritization

MoSCoW Technique

Must Have

These are non-negotiable requirements or features that the project needs to be successful.

Should Have

Should have requirements are important but not critical for the launch phase.

Could Have

Could have features are desirable but less important and have a lesser impact.

Will Not Have

Will not have has been agreed upon as not part of the current scope but might be considered for future releases.

Validation of Requirements

01

Draft Requirements

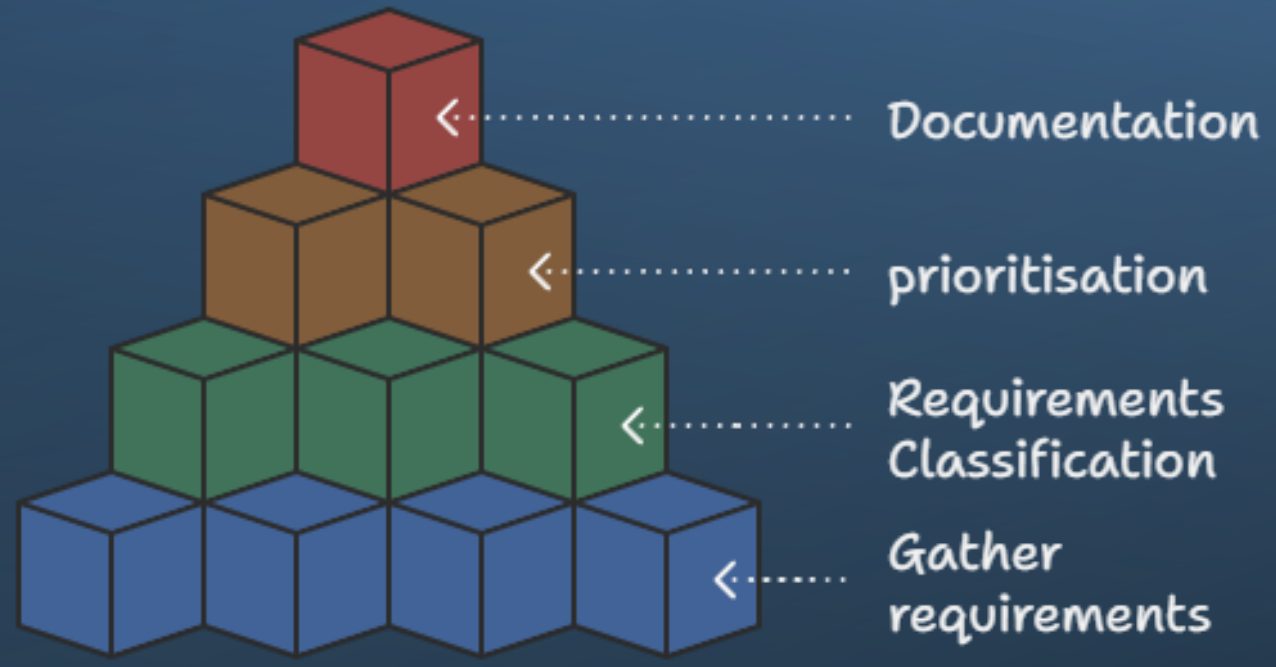
02

Review Workshop

03

Sign-off

1. Draft Requirements



Requirements Refinement

Unclear Requirements

Vague and inaccurate requirements

Stakeholder Workshop

Conduct workshop with all stakeholders

Item Review

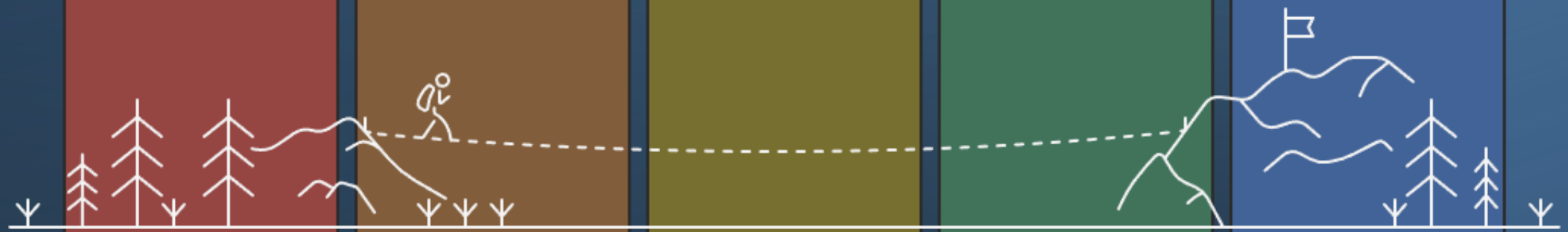
Review each requirement item by item

Adjust/Clarify

Adjust inaccurate or unclear requirements

Clear Requirements

Accurate and agreed-upon scope



3. requirement Sign-off

Baseline Established

The requirements are now considered a Baseline, unchangeable without formal Change Management.

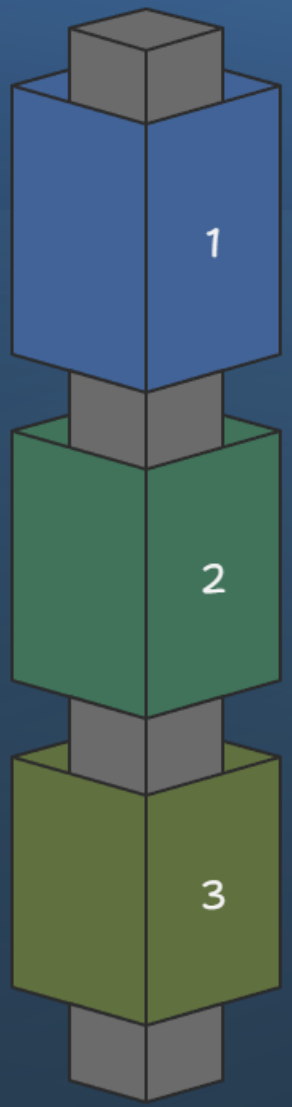
Obtain Approval

Secure formal approval from stakeholders, marking the requirements as finalized.

Share BRD

Distribute the final Business Requirements Document to all stakeholders for review.

Progression of Requirements Documentation



Business Requirements Document

Initial document outlining business needs and objectives.

High-Level Design

Broad architectural design that translates business requirements into technical terms.

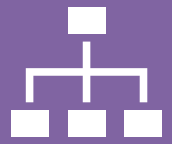
Low-Level Design

Detailed design specifications that guide the development process.

Outro

Summary: Requirements gathering & analysis are core to successful architecture

Proper documentation and BRD → HLD → LLD saves rework



Next episode: Architecture Design Principles

Thank you!

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