**Scenario**

A medium-sized company in the UK specializes in organizing short-term holiday cruises in the UK and abroad for its customers. Potential holidaymakers make enquiries and reservations face-to-face, over the phone, or by sending email messages. Customers could choose from one of the six available holiday destinations, including sailing ports and twelve possible time blocks – one per calendar month. The company allows for individual and group reservations, but customers must indicate the number of people per reservation when making group bookings.

After successful reservations, customers pay via their debit, credit, or master cards. Once payment is confirmed, the company emails receipt and trip's details to the customers. The company uses a spreadsheet to store customers information and successful bookings. Recently, the company decided to automate all its business processes. The organisation will like to develop a software that customers could use remotely to make bookings and for staff to track customers' reservations.

**Task**

The project team has informed you to present a PowerPoint on requirement capturing which:

2.1 Describe the relevant:

1. Storyboards
2. Business, functional, non-functional requirements
3. Roles and responsibilities of team members during requirements capture
   1. Describes the terms: storyboard, epic, backlog, grooming and refinement
   2. Explains the alternative ways of documenting the project structure.