Company Name – FSD

Functional Specification Document

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What is a Functional Specification Document (FSD) and what is its purpose?

A functional specification (also, functional spec, specs, functional specifications document (FSD), functional requirements specification, or Program specification) in systems engineering and software development is the documentation that describes the requested behavior of an engineering system. The documentation typically describes what is needed by the system user as well as requested properties of inputs and outputs (e.g. of the software system). A functional specification is the more technical response onto a matching requirements document, e.g. the Product Requirement Document "PRD". Thus, it picks up the results of the requirements analysis stage. On more complex systems multiple levels of functional specifications will typically nest to each other, e.g. on the system level, on the module level and on the level of technical details.

Source: http://en.wikipedia.org/wiki/Functional_specification

Who is "The Company"?

Blurb about company

History

Why successful

What will happen once this document is officially signed off?

At completion and final sign off this document, the organization will (dependent on previous agreements)

- Quote/estimate all person-hours and time needed to complete the task
- Draft and propose a new contract to complete the task or tasks as listed here within the FSD
- Submit as a final instruction to the client

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How is this FSD broken down? What are the sections contained within the document?

This FSD is broken down into the following sections. The goal is to funnel information within a logical order so that any and all parties to contribute and/or review it can get a soup-to-nuts viewpoint of the task or tasks within.

- The Sections are as follows:
  - Project Background – A brief history to understand the need of the client
  - Project Team
  - General Site Features – Features common throughout the entire website & backend
    - Front end website
      - Navigation – Information Architecture
      - Search behavior
      - Webpage breakdown and behavior
      - User Accounts – Classifications / View ability / Level of access
      - Registration / New Account
      - Sign In / Existing Account
      - Password Recovery
      - My Account / Profile
      - Newsletter Sign-up
      - Social Networking – Use of
      - SEO
    - Back end administration
      - Type of backend
      - Description of backend requirements
      - Assigning User Roles
      - User Admins – Classifications / View ability / Level of access
    - Connectivity to outside source
      - Type of source
      - Description of requirements

Note that not all of the above-mentioned items are required additions to the FSD given that an FSD may be create for a singular purpose rather than an entire build however filling in certain details may supply a greater understanding and impact of the task(s)/project at hand.

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Table of Contents

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1 - Project Background

Create a paragraph that speaks to;
Who is the client?
What do they do?
What are their goals?

2 – FSD Project Team

Organization	Role	Name	FSD Contributor	FSD Reviewer	FSD Approver
	Sr. Developer		X	X	X
	Developer		X	X	
	Project Mgr		X	X	X
	UX/UI		X	X	X
	Account Mgr		X	X	

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3 – Front End Website

3.1 – Navigation – Information Architecture

Other copy goes here

The following pages are defined in section 3.3. The remainder do not contain any unique features/functions that would require unique code and/or module development

Pages as named above that will be included within this FSD	Brief reason this page is located within the FSD	Page #

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3 – Front End Website
3.2 – Search Parameters

- Define Goal of Search
    - ...
    - ...
    - ...
- Define Search capabilities
    - ...
    - ...
- Define Search Parameters
    - ...
    - ...
    - ...

Filter Fields	

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3 – Front End Website

3.3 – Webpage breakdown and behavior

- Page Name
  - ...
- Goal of page
  - ...
  - ...
- Description of unique feature/function:
  - ...
  - ...

Feature table if required

- Wireframe:

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3 – Front End Website

3.3 – Webpage breakdown and behavior

- Page Name
  - …
- Goal of page
  - …
  - …
- Description of unique feature/function:
  - …
  - …

Feature table if required

- Wireframe:

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3 – Front End Website

3.3 – Webpage breakdown and behavior

- Page Name
    - ...
- Goal of page
    - ...
    - ...
- Description of unique feature/function:
    - ...
    - ...

Feature table if required

- Wireframe:

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3 – Front End Website

3.4 – User Accounts – Classifications / View ability / Level of Access
3.4.1 - Guest

- Definition of what is a "Guest":
    - …
    - …
    - …

- What are the boundaries?
    - …
    - …
    - …

Guest Specs: (if required)

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3 – Front End Website

3.4 – User Accounts – Classifications / View ability / Level of Access
3.4.2 – Other Member

- Definition of what is a "Other Member":
  - ...
  - ...
  - ...

- What are the boundaries?
  - ...
  - ...
  - ...

Other Specs: (if required)

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3 – Front End Website

3.5 – Registration / New Account

- Define why a guest registers, what is the goal?
  - ...
  - ...
  - ...

- What are the boundaries and/or approval processes?
  - ...
  - ...
  - ...

New Account Fields

Name of Field	Required?	Field Type	Field Length	True Validation?	
First Name	Yes	Text	25 characters		
Last Name	Yes	Text	25 characters		
Address 1	Yes	Text	100 characters		
Address 2		Text	100 characters		
City	Yes	Text	25 characters	Yes	
Country	Yes	Drop Down	TBD	Yes	
Zip Code	Yes	Text	5 – 4	Yes	
Providence		Text	25 characters		
Password (2)	Yes	Text #@$ etc.	25 characters		
Would you like to sign up to our Newsletter?	No	Checkbox			

- Flowchart
  - ...

- Wireframe
  - ...

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3 – Front End Website

3.6 – Sign In / Existing Account

- Requirements to Sign In
  - Email Address + Password
  - Forgot password check box to email address – includes link to update password

Name of Field	Required?	Field Type	Field Length	True Validation?	
Email Address	Yes	Text	25 characters	Yes	
Password	Yes	Text	25 characters	Yes	

- Notifications of failure
  - "Your email address and/or password is not correct. Please try again.

- Wireframe

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3 – Front End Website
3.7 – Password Recovery

- Requirements for Password Recovery
  - Email Address entered
  - Email to correct email address includes link to update password

Name of Field	Required?	Field Type	Field Length	True Validation?	
Email Address	Yes	Text	25 characters	Yes	

- Notifications of failure
  - "Your email address has not been located within our system. Please retry"

- Wireframe

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3 – Front End Website

3.8 – My Account / Profile

- Alterable items within profile
  - …
  - …
  - …
- Use cases of why profile may be updated
  - …
  - …
  - …

Fields

Name of Field	Field Type	Field Length	Alterable?	
First Name	Text	25 characters		
Last Name	Text	25 characters		
Address 1	Text	100 characters	Yes	
Address 2	Text	100 characters	Yes	
City	Text	25 characters	Yes	
Country	Drop Down	TBD	Yes	
Zip Code	Text	5 – 4	Yes	
Providence	Text	25 characters	Yes	

- Wireframe

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3 – Front End Website
3.9 – Newsletter signup

- Define how a Newsletter will be offered
  - …
  - …
  - …
- Will a 3rd party service be used or will the client maintain?
  - ..

Fields

Name of Field	Required?	Field Type	Field Length	Validation?
Email Address	Yes 2x	Text	Standard	Yes – character only
First Name	Yes	Text	25 characters	
Last Name	Yes	Text	25 characters	

- Website Notifications
  - Display notifications if "required" fields are NULL at submission
  - True Validation of fields as marked above.
    - Validation only to make sure the email address submitted is a validate character display. Eg = duck@daffy.com not duck@daffy

- Newsletter Sign-ups go to:
  - Client email here
  - Service type here with credentials

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3 – Front End Website

3.10 – Social Networking – Use of

- Describe goal and/or use of Social Media
    - ...
    - ...
    - ...

Name/Type	Click to client Social Page	Website	Individual Pages	Share	Feed Comments	Credentials
Facebook	Yes	Like Site	Like Pages	Share All	Feed onto page XXX	
Twitter	Yes	Tweet Site	Tweet Pages		Feed onto page XXX	
Google +	No	+ 1 Site	+ 1 Pages			
Pinterest	No		Pin Pages			

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3 – Front End Website

3.11 – SEO

- SEO Description of use
  - The organization will orchestrate the following within the development of the task/project/website.

Type	Why
Meta Tags	
Canonical categories codes	
Breadcrumbs	
Naming conventions of images	

- It is important to note that the following can also increase SERP / SEO presence
  - Think "keywords" when developing copy
  - Think repetitively when creating copy without actually repeating the same phrase
  - Change content as often as possible
  - Name images appropriately
  - For products, list UPC codes and universal product codes appropriately and often

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4 – Back-End Administration

4.1 Type of Backend
4.1.1 – Content Management System

- What type of CMS will be in use?
    - ...

- What type of basic data is it expected to hold?
    - Accounts
    - History of...
    - Database of ...

- Define any basic specs here
    - ...
    - ...
    - ...

Fields if required:

- Are there any obstacles or restraints?
    - ...
    - ...
    - ...

- Are there any business rules that need to be accounted for?
    - On product pages
        -
    - On shipping
        -
    - On checkout pages
        -
    - Payment Processor

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4 – Back-End Administration
4.1 Type of Backend
4.1.2 – E-Commerce System

- What type of E-Commerce System will be in use?
    - …

- What type of basic data is it expected to hold?
    - Accounts
    - History of…
    - Database of …

- Define any basic specs here
    - …
    - …
    - …

Fields if required:

- Are there any obstacles or restraints?
    - …
    - …
    - …

- Are there any business rules that need to be accounted for?
    - On product pages
        -
    - On shipping
        -
    - On checkout pages
        -
    - Payment Processor

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4 – Back-End Administration
4.2 – Description of backend requirements
4.2.1 – Email types

- Describe why/when the system sends emails
  - …
  - …
  - …

Section	Type	To	Other
Login	Password Recovery	Email Address	
Newsletter	Newsletter Sign Up		

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4 – Back-End Administration

4.2 Description of backend requirements
4.2.2 – Reports – export / import

- Will information need to be imported into a system?
    - ...

- What type of basic data will be imported?
    - ...
    - ...
    - ...

- What would be the intended file type imported?
    - ...

- Does an API need to be created for import?
    - Define here with requirements

- How will the data be imported?
    - ...

- Will the data override existing data or only update defined data?
    - ...

Import Fields if required:

Header	Convention	Other

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4 – Back-End Administration

4.2 Description of backend requirements
4.2.2 – Reports – export / import

- Will information need to be exported out of a system?
    - ...

- What type of basic data will be exported?
    - ...
    - ...
    - ...

- What would be the intended file type exported?
    - ...

- Where will the export go?
    - ...

- Does an API need to be created for export?
    - Define here with requirements

- Once data is exported, will it delete from the system?
    - ...

Export Fields if required:

Header	Convention	Other

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4 – Back-End Administration

4.2 Description of backend requirements
4.2.3 – Other requirements

- Are there any other requirements that should be detailed here?
-

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4 – Back-End Administration

4.3 Assigning User Admins

- How many types of admins will there be?
    - Level 1
    - Level 2
    - Level 3

- Is there a process of how admin levels are chosen?
    - …
    - …
    - …

Basic Level Admin Permission Fields – Note that an Attachment may be required to define each user role

Level	Import	Export	Add/ Change copy	Add/ Change images	Other
1	Yes	Yes	Yes	Yes	
2		Yes	Yes	Yes	
3			Yes	Yes	