**Task 3: Requirement Analysis – Task Distribution**

**Sub-Task 1: Review & Analyze Gathered Requirements**

**Assigned To**: *(Lydie-Kasey)*  
**What to Do**:

* Go through all the requirements from surveys, interviews (work with TIWA to know details of Interview)
* Check if they are clear, complete, and realistic to implement.
* Highlight any technical dependencies (e.g., camera access needed for facial recognition, GPS needed for Geolocation, and others).

**Deliverable**: A list of requirements (Functional and Non-Functional) having a brief description of the functionalities, feasibility, technical requirements

**Sub-Task 2: Prioritize Requirements**

**Assigned To**: *(Ruth)*  
**What to Do**:

* Go through all features and rank them as:
* **High**: Must-have
* **Medium**: Useful
* **Low**: Optional
* Think about what is most important to build first (communicate with TIWA and Lydie for efficient work completion).

**Deliverable**: A priority table showing all requirements and their importance level.

**Sub-Task 3: Classify Requirements**

**Assigned To**: *(Kereine) work with Ruth to efficiently complete this task*  
**What to Do**:

* Split the requirements into:
* **Functional** – what the system should do
* **Non-Functional** – how the system should behave.
* Use simple lists or a two-column table.

**Deliverable**: Two lists: Functional vs. Non-Functional Requirements.

**Sub-Task 4: Create the SRS Document**

**Assigned To**: *(TIWA)*  
**What to Do**:

* Use all the cleaned-up and confirmed requirements to write the Software Requirements Specification (SRS).
* May Include UML diagrams

**Deliverable**: A complete SRS document in Word or PDF.

**Sub-Task 5: Validate Requirements with Stakeholders**

**Assigned To**: *(Ashley) work with any member to efficiently complete this task*  
**What to Do**:

* Share the requirements with a few lecturers or students.
* Ask if they agree or have feedback.
* Make note of any changes they request.

**Deliverable**: A documented Verification and Validation document for the system

DeadLine: All of these except Sub-Task 4 are to be completed best due Monday 28 April 2024.

From here, further discussions would help us determine if to Include the UML diagrams at once or create a version 2.0 for the SRS document, upon the inclusion of the UML diagrams.