# Stakeholder Register - Requirements Gathering Agent Project

**Date Created:** October 26, 2023 **Date Updated:** October 26, 2023

**Project Manager:** [Your Name/Project Manager Name]

## 1. Introduction

This Stakeholder Register identifies and analyzes key stakeholders involved in the Requirements Gathering Agent project. It outlines their roles, interests, influence, and communication preferences to facilitate effective stakeholder management throughout the project lifecycle. This register is aligned with PMBOK 7th Edition guidelines.

## 2. Stakeholder Identification

| Stakeholder ID | Name | Position/Role | Organization | Contact Information | Role in Project | Stakeholder Classification |
| --- | --- | --- | --- | --- | --- | --- |
| STK-001 | Menno Drescher | Project Lead/Developer | Independent Developer | [Your Contact Info] | Development, Project Vision, Product Owner | Internal, Key |
| STK-002 | [Name of potential investor/client] | Investor/Client | [Organization Name] | [Contact Information] | Funding, Requirements Definition | External, Key |
| STK-003 | [Name of potential user/tester] | Project Manager / Business Analyst | [Organization Name] | [Contact Information] | User Acceptance Testing, Feedback | External, Secondary |
| STK-004 | [Name of Azure OpenAI contact] | Azure OpenAI Support | Microsoft | [Contact Information] | Technical Support | External, Supporting |
| STK-005 | [Name of npm user] | End User | Various | (N/A - Aggregated Data) | Product Usage, Feedback (Aggregated) | External, Secondary |
| STK-006 | [Name of GitHub user] | Open Source Contributor | Various | (N/A - Aggregated Data) | Code Contributions, Feedback (Aggregated) | External, Supporting |

## 3. Stakeholder Assessment

| Stakeholder ID | Requirements/Expectations | Influence Level (High, Medium, Low) | Power (High, Medium, Low) | Interest (High, Medium, Low) | Current Engagement Level (High, Medium, Low) | Desired Engagement Level (High, Medium, Low) |
| --- | --- | --- | --- | --- | --- | --- |
| STK-001 | Successful product launch, positive user feedback, continued development | High | High | High | High | High |
| STK-002 | ROI, timely delivery, product quality, market success | High | High | High | Medium | High |
| STK-003 | User-friendly interface, functional tool, accurate documentation generation | Medium | Low | Medium | Low | Medium |
| STK-004 | Smooth API integration, minimal technical issues | Medium | Medium | Medium | Low | Medium |
| STK-005 | Stable product, efficient functionality | Low | Low | Medium | Low | Low |
| STK-006 | Open-source contributions, community engagement, project maintainability | Low | Low | Medium | Low | Low |

## 4. Communication Preferences

| Stakeholder ID | Communication Method(s) | Frequency |
| --- | --- | --- |
| STK-001 | Email, Video Calls, Instant Messaging | Daily/Weekly |
| STK-002 | Email, Formal Meetings, Reports | Weekly/Monthly |
| STK-003 | Email, Surveys, Feedback Forms | Weekly/As Needed |
| STK-004 | Email, Technical Documentation | As Needed |
| STK-005 | Online Forums, Reviews | Continuous (Aggregated Data) |
| STK-006 | GitHub Issues, Pull Requests | Continuous (Aggregated Data) |

## 5. Key Concerns and Interests

| Stakeholder ID | Key Concerns/Interests |
| --- | --- |
| STK-001 | Project success, technological challenges, product adoption, maintaining open source standards |
| STK-002 | Financial return, market penetration, product quality, time to market |
| STK-003 | Usability, functionality, accuracy, time savings |
| STK-004 | API stability, security, resource consumption |
| STK-005 | Product reliability, ease of use, value proposition |
| STK-006 | Code quality, project maintainability, community engagement |

## 6. Potential Impact on Project Success

This section will be updated throughout the project lifecycle to reflect changes in stakeholder involvement and influence. High-influence stakeholders (STK-001 and STK-002) require continuous engagement. Maintaining positive relationships with all stakeholders is crucial for project success.

## 7. Power/Interest Grid

This grid categorizes stakeholders based on their level of power and interest in the project.

| Power | High Interest | Medium Interest | Low Interest |
| --- | --- | --- | --- |
| **High** | STK-001 (Manage closely) | STK-002 (Keep satisfied) |  |
| **Medium** |  | STK-004 (Keep informed) |  |
| **Low** | STK-003 (Keep informed) | STK-005 & STK-006 (Monitor) |  |

This Stakeholder Register will be regularly reviewed and updated to reflect changes in stakeholder involvement and project progress.