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| REQUIREMENTS DOCUMENT |  |  |
| **General Information**  Executive Summary/Objectives/Purpose  Scope  Assumptions and/or Exclusions  Stakeholders  Project Team Members  Organization Chart of company  **Current System**  Background  Business Problems or Needs  **Proposed System**  Summary of Improvements  Requirements  System Functionality: describe new job duties for each user  Use Case diagram  Hardware: Itemized hardware list with cost details and hardware  description and reason for selection  Software: Itemized software list with cost details and software  description and reason for selection  Data Requirements: Entity Relationship Diagram  Interface samples  Website home page sample |  |  |
|  |  |  |
| **Formal log of all group meetings** |  |  |
| Copy of the Power Point Presentation (6 slides/page) |  |  |
| Interviews |  |  |
| Written Portion | 50 |  |

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| ORAL PRESENTATION | | |
|  |  |  |
| **Presentation** |  |  |
| Speakers were prepared and knowledgeable  Speakers did not read from slides  Effective visual aids were used  All screens were visibly clear to read |  |  |
|  |  |  |
| **Content** |  |  |
| Introduction  Introduce your consulting company and team  Introduce my company  Introduce the problems  Introduce the outline of the presentation |  |  |
| Summary  Formal wrap-up of presentation  Did you solve my day-to-day problems? |  |  |
|  |  |  |
| Professional Appearance  Time Requirement 30 minutes (+/- 3 min) |  |  |
| **Presentation Portion** | **25** |  |
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| Comments: |  |  |
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