**Requirements Gathering Workshop Agenda**

1. We agreed to doing the requirements gathering workshop agenda with the team using personas.

2. We agreed to identifying high and low level requirements

3. Start writing user stories and acceptance critieria.

4. Ensure to prioritize requirements (MoSCoW)

Joan White - Housewife, 32, married,4 kids, lives in London, Canada- wants to work out online

Tom Smith- IT Remote worker. 26. single, lives in Manchester, UK- wants to work out online

Bisi Ajayi- Stay at home mum, 35, married, 2 kids, lives in South London, UK- wants to work out online

David Wiens- Investment Banker, 30, single, lives in Aldgate High street, London, UK- wants to work out online

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| **Items** | **Project Objectives** | **Current Situation** | **Gap between existing and new situations** | **Desired State** |
| Programs | Build a website for Xtreme wellness gym that would provide trainings on various workout routines. | Customers are able to walk into the gym and have trainings from the gym instructors | Customers should be able to join training sessions from the comfort of their homes. | Have a platform that would provide a wider reach for customers to join training session. |
| Schedule | Build a website with functionalities for customers to schedule gym sessions | Customers are able to call or have face to face enquires, and book for gym sessions. | The ability to have gym sessions on the website based on the availability. | Create better customer experience with the aim of achieving customer retention. |
| Subscriptions | Build a website with the ability to manage customers subscription monthly, quarterly and annually. | Customers pay their subscription fees at the gym | Ability to pay for a membership subscription on the website | Customers can subscribe on the website and view their subscription status |
| Activity Log | Build a website with the ability to track customers activities when they sign in and out of gym sessions | Customers sign physically in and out of the gym | Ability to keep track of their activity logs online | Create a better customer experience to keep track of their activity logs |
| Health Profile | Build a website with a functionality for customers to input their health profile after registration | Customers fill the health profile form at the gym after registration | Ability to input health profile online after registration | Creating a user friendly platform for ease of management of customer health records |