## Business Requirement Document

## Project Name

[Name of Project]

## Problem Statement

[Describe the business reason(s) for initiating the project, specifically stating the business problem.]

## Business Goals and Objectives

[Describe goals and objectives. The goal is set by business owners. It is the reason the project was created. It sets forth the ultimate outcome of the project in business terms. It is generally not quantifiable, time-dependent or suggestive of specific actions for its achievement. Objectives are specific ends, conditions, or states that are steps toward attaining a goal. They should be achievable, measurable and time-specific.]

## Stakeholders

[List all stakeholders that are part of the project]

## Requirements

[List of the requirements provided by the stakeholders]

## Scope

[Describe what work will and will not be done as part of this project]

## Assumptions

[List factors you assume to be true for your project to be successful. E.x. project will be fully staffed, team members have the right skills to develop software, project scope will not change after approval.]