Assignment

**Business requirements document:**

It focuses on the business perspective as it holds the details of the business solution for a project. In simpler terms, BRD indicates what the business wants to achieve.

Business requirements document also emphasizes on the needs and expectations of the customer.

It is drafted for the project to ensure the implementation of all the requirements to achieve business objectives.

Business requirement document will help you throughout the project lifecycle to keep deliverable in line with the business and customer needs.

**The Ideal BRD template should have the following components:**

**A summary statement**

The executive summery is the outline of the requirements of the project.

**Project objectives**

The project objectives should be written in a SMART format which implicates they must be specific, measurable, attainable, realistic and time-bound.

**Needs statement**

The needs statement outline why the project is needed for the business and how the project will be able to meet the needs.

**Project scope**

The project scope outlines what to be included and what should not be included.

**Financial statements**

The financial statements indicate the impact of the project on the company’s balance sheet and revenue over the specific period of time. This also holds the information on the funding of the project and how it would be done.

**Functional requirements**

This section outlines in a detailed manner the functional requirements and corresponding features including diagrams, charts, and timelines.

**Personal needs**

This section covers the human resources aspect of the project. Who needs to be hired and when the hiring needs to be done. It also covers the cost of the resources.

**Schedule, timeline and deadlines**

Each phase of the project is covered in detail in this section. This helps to ensure that all stakeholders are aware of what is requires and when it will be required.

**Assumptions**

The assumptions outline anticipates events that would occur during the course of the project.

**Cost and Benefit**

This section holds a detailed list of all the costs involved in the project along with the cost-benefit analysis. The savings from the project are also listed here.

**Functional requirements document:**

It is a document that provides detailed information on how the system solution will function and the requested behaviour.

It may involve calculation, technical details, data manipulation and processing, and other specific functionality that define what system is supposed to accomplish.

**The following is the example of FRD template:**

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