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| **<Customer Name>** | |  |
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| **Business Requirements Document** | |  |
| **for** | |  |
| **<Project Name>** | |  |
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| **Project ID** |  | |
| **Version** |  | |
| **Author** |  | |
| **Reviewer** |  | |
| **Approver** |  | |
| **Release Date** | dd-Mmm-yyyy | |
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**Version History**

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| ***Ver. No.*** | ***Authors*** | ***Date*** | ***Reviewers*** | ***Review Date*** | ***Release Date*** |
|  |  | dd-Mmm-yyyy |  | dd-Mmm-yyyy | dd-Mmm-yyyy |
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**Change History**

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# Introduction

## Organization Particulars

*[Overview of the organization, type of business, organization chart, concerned departments and their responsibilities****.****]*

## Scope

*[State clearly what the system will do and what the system will not do by specifying the boundaries.]*

## Definitions

*[This subsection should provide the definitions of all terms, acronyms, and abbreviations required to interpret properly the BRD in following table]*

|  |  |  |
| --- | --- | --- |
| ***Sr. No.*** | ***Term*** | ***Definition*** |
|  | *[E-Commerce]* | *[Electronic Commerce, commonly known as (electronic marketing) e-commerce or eCommerce, consists of the buying and selling of products or services over electronic systems such as the Internet and other computer networks.]* |
|  |  |  |

## Acronyms/ Abbreviations

*[This subsection should provide the details acronyms required to interpret properly the BRD in following table]*

|  |  |  |
| --- | --- | --- |
| ***Sr. No.*** | ***Acronyms*** | ***Description*** |
|  | *[BRD]* | *[Business Requirement Document]* |
|  | *[OpCode]* | *[Operations Code]* |
|  | *[Sysuser]* | *[System User]* |

## References

*[This subsection should:*

*a) Provide a complete list of all documents referenced elsewhere in the BRD*

*b) Identify each document by title and location of the document.*

*c) Specify the sources from which the references can be obtained*

*This information may be provided by reference to an appendix or to another document.]*

|  |  |  |
| --- | --- | --- |
| ***Sr. No.*** | ***Name*** | ***Reference*** |
|  | *[InterviewSheet* | *//Path where the Interview document is stored]* |
|  | *[System Document* | *//Path where existing system document is stored]* |

## Assumptions

*[This section of the specification covers any assumptions that may affect the development or implementation of the solution. List out the assumptions made while preparing this document.]*

*]*

## Dependencies

*[In the project there may be elements of the solution which will have a dependency on outside issues. In order to implement or develop the solution these dependencies will need to be resolved or removed. E.g. resolving a licensing issue with a dependent library. This section also describes the dependencies between the Application for which these Business Requirements are written and the other existing applications/systems]*

## Constraints

*[Highlight here any issues which will restrict the development or the implementation of the solution. List out the application related aspects or items that will limit the developer’s options for designing and developing the system. Constraints related to hardware, software, users, application, implementation, environmental and others.]*

## Risks

*[This section of the BRD covers the list of risks that can impact the Business requirement of the system in case they occur. List out the findings of the application related risk analysis]*

# Existing System / Scenarios

## Business Overview

*[Provide overview of clients’ business. Briefly describe,*

* *History*
* *Business overview*
* *Line of Business]*

## Existing Business Process

*[This section shows the current and business processes in textual and diagrammatic form. It will describes the current process accurately, including any flaws that exist in today's process that will be repaired by the proposed process. Describe business functions, events and associated rules]*

## Existing System

*[This section covers the details of the existing/current system, if any. This includes any manual system or any other software or hardware details].*

## Limitations of Existing System

*[List all the limitations / problems in the existing environment]*

## User Roles

*[Analyzing user roles and responsibilities is an important aspect of any project. It allows the team to clearly define and focus on who the end users are for the project. Also, it allows the team to check the progress of the project to ensure the team is still writing the product / solution for the correct users].*

# Shortcomings / Gaps

## Gaps Overview

*[Give a top-level overview of the identified gaps]*

## Workaround Suggested

*[List out the workarounds / alternatives suggested in the system. Map them from here to requisite business process]*

## Customization Suggested

*[Specify customization suggested to overcome the gaps]*

# Business Requirement

*[Define general requirements of the proposed system. In case of Object Oriented approach mention non-functional requirements that are not specific to any use case such as: Statutory and Regulatory requirements, Hardware and Software requirements, User Interface requirements, Other Interface requirements .Also include the following, if applicable: Distributed Processing, Migration, Porting, Security, Co-existence, Target Environment, Development Environment, Documentation, Training, Parallel Run, Localization (Local Language Support),Compatibility, Audit Trails, Error Log, Archiving & Restoring, Versioning ,History and Retention Control, Localization, Customization]*

## 

## Functional Requirement

*[In* [*software engineering*](http://en.wikipedia.org/wiki/Software_engineering)*, a functional requirement defines a function of a* [*software system*](http://en.wikipedia.org/wiki/Software_system) *or its component. Functional requirements may be calculations, technical details, data manipulation and processing and other specific functionality that define what a system is supposed to accomplish. ]*

## User Interface requirements

*[GUI requirements, screen formats/organization, report layouts, etc...]*

## Non-Functional Requirement

*[A non-functional requirement is a* [*requirement*](http://en.wikipedia.org/wiki/Requirement) *that specifies criteria that can be used to judge the operation of a system, rather than specific behaviors. In general, non-functional requirements define how a system is supposed to be. These requirements are often called qualities of a system. Qualities, that is, non-functional requirements, can be divided into two main categories:*

* + *Execution qualities, such as security and usability, which are observable at run time.*
  + *Evolution qualities, such as* [*testability*](http://en.wikipedia.org/wiki/Software_testability)*, maintainability, extensibility and scalability, which are embodied in the static structure of the software system. ]*

## Performance

*[Define specific terms like the levels of performance expected from the system. The issues to be discussed can include response time, processing turnaround times, and data volumes. Each of the criteria should be defined in specific and measurable terms]*

## Scalability

*[Define any specific requirements with respect the capability of a system to increase total throughput under an increased load when resources (typically hardware) are added]*

## Usability

## Availability

## Security

*[Define any specific requirements with respect to security like access to the system and its data, integrity of the system from accidental or malicious damage etc.…]*

## Other Requirement

*[This section covers the requirement details not covered above.]*

## Future Consideration

*[This section covers the attributes or features that are not part of current requirements but can be required or implemented in the future. This section covers all such requirements and the tentative plan for their implementations.]*

# Acceptance Criteria

## Acceptance Criteria

*[Describe the system acceptance criteria in terms of Requirements, Features, Performance and Usability]*

# Annexure / Appendix