Requirements Spec Questionnaire

o Have you identified the corresponding tasks in the data flow diagrams, or on the flowcharts or in the UMLs that will implement the requirements?

o Have you checked that all functions have been represented and where are they described?

o Have the data flow diagrams, flowcharts or UMLs been agreed by the client and the development teams?

o Have the implementation priorities been agreed by the client and the development teams?

o Has the client agreed to the user manual?

o Does the client have a chance to go through some sample runs according to the user manual?

o Have you checked that the client and the development teams agree to the performance forecast?

o Have you checked that the client and the development teams agree to the acceptance criteria?

o Have you completed the risk analysis and put in place the necessary management controls to minimize the risks?

o Have you communicated with executive management so that they understand the risks and agree to your risk analysis?

o Have you checked with executive management to get approval of management controls to minimize the risks?