**Adventure Works Requirement Analysis and Questionnaire**

Version 1.0

**Classification:**

**Confidential**

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| Version | Date | Modified By | Summary of Changes | Approved by |
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1. HIGH LEVEL BUSINESS OBJECTIVES
   1. What are the key objectives of this project?
   2. What are the organization's goals regarding innovation and product development?
   3. What are your top priority business metrics that the organization can use to measure success?
   4. Who are the users running this report?
   5. What is the frequency at which report will be used?
2. ANALYSIS AND CONTENT REQUIREMENTS
   1. Which user security roles are needed for report viewing? Any Power Users from your organization?
   2. Do we need to enable any schedules refreshes for these reports?
   3. What should be the expected runtime of the report?
   4. What is viewing mode of report – Power BI Service, PDF export or embedding to a website?
   5. Are there any specific security measures in place to protect sensitive data (using Row level Filter)?
   6. What is the use of Alternate key in every table despite having a primary key for joining and unique identifying?
   7. Do we need to include categories or subcategories in selection which are not generating revenue?
   8. Which type of year (Fiscal or Calendar year) needs to be selected for running the report?
3. LOOK AND FEEL REQUIREMENTS
   1. Which type of screen will the user use for running the reports?
   2. Would you like to include any images or visual elements in the reports? If yes, please specify the type of images or visual elements.
   3. What should be the font name and font size for the report?
   4. What should be the text alignment for the title and data in report?
   5. Can you provide us a high-resolution image of your company’s logo?