Blog Gestion de Projet

Project requirements

DEFINE THE DETAILED SCOPE OF THE PROJECT

What is an project requirements document ?

The project requirements is a document that collects the needs and requirements of stakeholders, and which must be completed before the detailed requirements.

When to use it?

PLANNING PHASE

Two main moments require project requirements collecting
- Preparation of the project charter with the sponsor and the main actors
- The preparation of the detailed requirements will help you to plan your project in detail

How to use it?

- Start by contextualizing your project
- Define the needs and their implications, grouping them either by a group of beneficiaries, order of priority, or by subject
- Define the requirements which can be technical, human, regulatory, financial, or related to the market or the project

Document structure

- **Project context**
- **Goals and objectives**
- **Identifying requirements**

Let's get started.