**cs4473B/cs9551B**

**INDIVIDUAL TEMPLATE**

**Reading Summary and Questions and Answers**

**Rules – please note these carefully:**

* Submission filename MUST be: “**Last-name First-name” “Group”<id>\_”Chapter” (or reading) <id> (e.g., Blogs Joe\_Group 3\_Chapter 2)**
* This template must be used for ONLY ONE chapter (or reading) at a time. For the second item of reading, if any, please use another copy of this template.
* **PLEASE compress multiple files (one file/chapter) using standard (e.g., Windows) compression that can be uncompressed on a Windows machine with simple clicks. Please do not use unusual/fancy compression tool; your template won’t be graded and you will be penalised.**
* **Submission to be done on OWL as per the deadline set.**
* **EMAIL SUBMISSION WILL NOT BE ACCEPTED AND WILL INCUR PENALTY.**
* **Use of template is mandatory**: submission of text made outside the template will result in a zero mark.
* **Altering this template (meta-items) will incur a penalty.**
* Submission format is **MS WORD only** **(not PDF)**. PDF files will incur a penalty.
* The source of the answer captured from the chapter must be accurate or closest to the context (e.g., Chapter #, Section or sub-section #, page number, etc.).
* The question must be properly and fully specified, and easily understandable. Cryptic text or grammatical errors will be penalised – no appeals accepted.
* The question must not be so general or non-specific to apply to non-specific answers.
* The answer (text identified from chapter) must be an important point, not something trivial or highly specific to a context.
* Answer from the book must be copied “as-is” from the text (**reference** to chart/table/figure/etc., in the reading is permitted and encouraged). Cryptic text or grammatical errors will be penalised – no appeals accepted.
  + *If in doubt about the quality or acceptability of your text, you will have one chance to have it reviewed by the instructor for “live” feedback. No emails please.*
* Assessment of your submitted template will be done sometime before the end of the term. Please do not expect marks of your submission every week!
* There will be no “remake” of the summaries (e.g., for improving the mark). It is a one-time submission and assessment. Late submissions will not be accepted.

**Part 1: Summary**

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| **Group member’s name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Group No**: \_\_\_\_\_\_\_\_\_\_\_ |
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| Please write the **full reference** of the reading in the WHITE box below.   * + Chapter #, Chapter title (or article title if appropriate).   + Book title   + Author(s)   + Publisher   + Book edition, Year of publication   (Example shown below; overwrite on that space.) |
| Chapter 27: Requirements management Practices *Software Requirements, 3rd ed.*  Weigers and Beatty  Microsoft, 2013 |
| Please write in the WHITE box below an abstract of the reading in **50-75 words**. |
| Chapter 27 emphasizes the essential role of requirements management in software projects, focusing on maintaining the integrity, accuracy, and currency of project requirements. It outlines core activities such as version control, change control, requirements status tracking, and requirements tracing. Effective management is portrayed as crucial for avoiding confusion and ensuring that project efforts are aligned with current and accurate specifications, thus preventing waste and enhancing project success. |

**Part 2: Questions, Answers and Comments**

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| Please create **THREE** important **Question-Answer-Comment sets** from the given reading:   * State your question succinctly. Add more lines as needed. * State <LOCATION of answer in the book (e.g., section #>: <as-is answer EXACTLY from the book> ; please indicate whether a hardcopy or ebook ‘cause the page numbers are not the same. * State your Comment related to the answer; this is mandatory.   **NOTE: The following will be penalised: a cryptic question; inaccurate copying of the answer; a trivial point; “too specific or small detail”; missing or trivial comment; etc.. Informative, insightful, or key concept/idea, question, answer, and comment are expected.**   * + Actual chart/table/figure/etc. must NOT be given in the text below, but you may site its location in the reading by giving precise specification. |
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| For staff use only:  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **(1)**  **QUESTION:** **How does the implementation of version control and change control in requirements management contribute to the adaptability of software development processes in dynamic project environments?**  **ANSWER: <ebook><P459 - The requirements baseline> “You can include all this information in a single requirements management process description. Alternatively, you might prefer to write separate version control, change control, impact analysis, and status tracking procedures.”**  **COMMENT (also include where possible: an \*example\*, citation, justification, etc. -- to support your comment).**  **This question invites a deep dive into how structured requirements management practices, specifically version and change control, enable projects to remain flexible and responsive to evolving needs and unforeseen changes. It provokes thought on balancing rigor in documentation and process with the need for agility in development.** |
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| For staff use only:  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **(2)**  **QUESTION: In what ways can effective requirements tracing help in mitigating risks associated with project scope creep and ensure alignment with stakeholder expectations?**  **ANSWER: <ebook><P465 – Tracking Requirement Status> “The number of requirements increases as scope is added and decreases when functionality is removed from the Baseline.”**  **COMMENT (also include where possible: an \*example\*, citation, justification, etc. -- to support your comment):**  **This question encourages analysis of how tracing requirements from their origin through to implementation and testing can serve as a mechanism for controlling scope creep. It also touches on the importance of maintaining visibility into the requirements' lifecycle to manage stakeholder expectations effectively.** |
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| For staff use only:  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **3)**  **QUESTION:** **What are the challenges and solutions in maintaining the currency and accuracy of requirements in a rapidly changing technology landscape?**  **ANSWER: <ebook><P458 – Requirement Management Process>**  **COMMENT (also include where possible: an \*example\*, citation, justification, etc. -- to support your comment):**  **This question calls for a nuanced discussion on the intersection of agile methodologies with traditional requirements management practices. It seeks insights into overcoming the challenges of keeping requirements up-to-date and accurate in an environment where technological advances can quickly render initial specifications obsolete, all while adhering to agile principles of flexibility and rapid iteration.** |