Requirements Gathering and Management Course

Requirements Management Course Description

Learn to gather business requirements easily and effectively with this practical, interactive 3 day course. This Requirements Gathering and Management Course is ideal for Business Analysts, Process Analysts and Systems Analysts that are tasked with gathering and documenting user requirements for new systems as well as changes to existing systems.

In this course the focus is on gathering accurate and complete ***business*** requirements that can easily be turned into system requirements without having to go back to the users over and over again. You will be provided with the tools and techniques to elicit complete information from the business users and to document the information in a manner that can be understood by the business as well as IT. This course has been designed to support and complement the IIBA® Body of Knowledge.

Key aspects of the training include:

- Defining the scope of the project
- Identifying the stakeholders and their issues
- Requirements gathering sessions
- Methods for eliciting requirements
- Using the best diagrams for the project:
  - Context diagram
  - Process maps
- Results chains
- Scoping scenarios
- Activities / Processes
- Objects
- Use cases
- Data modeling
- Entity relationship diagrams
- State transition diagrams
- Validating both project functionality and data
- Conducting requirements reviews
- Tracking requirements
- Turning the business requirements document into a system specification
- Forward and backward traceability

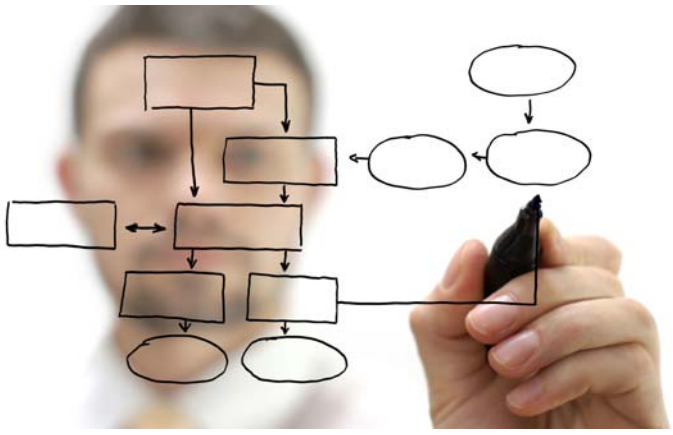
The Case Study Approach

The Harvard School of Business pioneered the case study approach and we have used it with considerable success in delivering this Requirements Gathering and Management Course.

With this approach, the theory is reinforced through actual use of a practical, business oriented case study.

The following are a sample of the exercises covered during this Requirements Management course:

- Creating a Context diagram
- Mapping the High level end to end process
- Creating RASCI/RASI charts
- Conducting Requirements Discovery/JAD sessions
- Identifying constraints, issues, assumptions, dependencies, and risks
- Defining objects / data files
- Writing use cases
- Using results chains
- Creating user oriented entity relationship diagrams
- Creating a state transition diagram
- Validating requirements
- Getting to the software requirements specification



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