Requirements document

These are the key features of our standard Requirements document.

We'll produce a Requirements document as part of our requirements gathering service.

Document contents

Design requirements

The first section gives context for developing your system. It includes:

- who the users will be
- what environment the system will operate in, and
- what training needs are anticipated

Use cases

We'll describe how your users will use your new system. This section tends to include:

- flow diagrams showing the steps the user will take in different circumstances, and
- narrative descriptions of expected system behaviour

Functional requirements

This area is a detailed list of anything you need the system to do that is not covered in the use cases.

Interface requirements

This section describes how you (and other systems) will interact with your new system. If you've asked us to, this section will include:

- wireframes (mockups of the screen layouts)
- descriptions of how the user interface should behave, and
- details of other components (including hardware) that the new system will have to work with.

Purpose

Provide clear guidance on how your system should work

Summarise your business requirements

Allow a developer to price up your system

Allow a developer to build your system

Give you confidence when explaining your needs to software developers

MiddleStone

Reporting requirements

You'll need to consider what outputs you'll need from your system. This could be reports or real-time dashboards etc.

Non-functional requirements

Here we list anything you need that doesn't relate to what the system actually does. These could be related to such things as performance, response times, security, compliance, reliability, scalability, business continuity, and maintainability.

Future requirements

We'll document any future requirements to bear in mind when designing the system.

Implementation roadmap

We'll highlight any points to think about when you implement your system, such as where the data will come from to populate your system.

Further information

We'll make sure you know how to contact us if you need any more information or support.

Appendices

We include any additional information referred to in the main report.

Sources

Your process documentation

We'll read any process documentation or training notes that you have.

Conversations with your team

We'll sit with your team and discuss their day-to-day work.

Format

PDF file

Related services

You can also add this report as an optional upgrade to:

Software selection service

Full-service system implementation