



Western Technical College

## 10102213 Requirements Documentation

### Course Outcome Summary

#### Course Information

<b>Description</b>	Students will consolidate and document requirements, with the inclusion of process modeling. Project assumptions, constraints, and scope will be identified and compared to the requirements elicited.
<b>Career Cluster</b>	Business Management and Administration
<b>Instructional Level</b>	Associate Degree Courses
<b>Total Credits</b>	2
<b>Total Hours</b>	36

#### Pre/Corequisites

Pre/Corequisite 10102212 Discovery and Needs Analysis

#### Textbooks

*Seven Steps to Mastering Business Analysis*. 2nd Edition. Copyright 2020. Champagne, Jamie. Publisher: J. Ross Publishing, Inc. **ISBN-13**: 978-1-60427-160-7. Required.

*PMI Guide to Business Analysis*. 1st Edition. Project Management Institute. Publisher: Independent Publishing Group. **ISBN-13**: 978-1-62825-198-2. Required.

#### Success Abilities

1. Refine Professionalism: Improve Critical Thinking

#### Program Outcomes

1. Perform elicitation, validation, and analysis of requirements to meet a business need
2. Build relationships with stakeholders
3. Demonstrate leadership throughout business analysis efforts
4. Demonstrate professional communication in a business environment

## Course Competencies

### 1. Investigate characteristics of technical writing.

#### Assessment Strategies

- 1.1. Written Product
- 1.2. Reflection

#### Criteria

*You will know you are successful when:*

- 1.1. you demonstrate technical writing.

#### Learning Objectives

- 1.a. Explore components of technical writing.
- 1.b. Relate the importance of knowing your audience.

### 2. Investigate process analysis.

#### Assessment Strategies

- 2.1. Written Product

#### Criteria

*You will know you are successful when:*

- 2.1. you practice process modeling.
- 2.2. you express the importance of process analysis.
- 2.3. you express how analysts explore issues to uncover opportunities for improvement.

#### Learning Objectives

- 2.a. Examine the purpose of process analysis.
- 2.b. Interpret a business process.
- 2.c. Explore methods used to document processes.
- 2.d. Explore process improvement techniques.

### 3. Examine current state.

#### Assessment Strategies

- 3.1. Written Product

#### Criteria

*You will know you are successful when:*

- 3.1. you express the current state in a clear and concise manner.

#### Learning Objectives

- 3.a. Explore current state factors.
- 3.b. Discuss techniques for identifying current state.
- 3.c. Practice methods for defining current state.

### 4. Differentiate future state.

#### Assessment Strategies

- 4.1. Written Product
- 4.2. Reflection

#### Criteria

*You will know you are successful when:*

- 4.1. you identify gap(s) between the current state and future state needs.
- 4.2. you identify viable options.

**Learning Objectives**

- 4.a. Examine areas of the organization that may be impacted by change.
- 4.b. Identify factors to consider when defining future state.
- 4.c. Classify assumptions, dependencies, risks, and constraints.
- 4.d. Examine viable options.

**5. Explore techniques for documenting requirements.**

**Assessment Strategies**

- 5.1. Project

**Criteria**

- 5.1. you practice techniques used to document requirements.
- 5.2. you express the impact of requirements that do not align with scope.

**Learning Objectives**

- 5.a. Examine the characteristics of a requirement.
- 5.b. Determine how requirements can be documented in a manner that accurately identifies the need.
- 5.c. Discuss the importance of adhering to scope.
- 5.d. Discuss information management.