

Undertake system requirements specification

Overview

This standard is about undertaking system requirements specification.

System requirements can relate to software, data, processes, products or services.

Undertaking system requirements specification involves obtaining, organising and prioritising requirements that are used to define what the system should do. This includes working with stakeholders to collect, list and validate requirements. It also includes analysing requirements, establishing requirements baselines and gaining stakeholder agreement on requirements.

This standard is for those who need to undertake system requirements specification as part of their duties.

Performance criteria

You must be able to:

1.
Define the requirements approach to plan requirements activities
2.
Facilitate engagement with stakeholders to elicit and record requirements
3. Analyse, prioritise and validate requirements in line with organisational procedures
4. Build models and prototypes to represent the requirements
5. Collaborate with stakeholders to verify requirements are accurate and align with business objectives
6. Document requirements to provide source traceability in line with organisational standards
7. Apply version control to baseline requirements

Knowledge and understanding

You need to know and understand:

1. Who the stakeholders are to engage in requirements elicitation
2. The importance of identifying the requirements approach to guide requirements elicitation
3. The steps involved in requirements elicitation and how to apply them
4. How to plan and facilitate requirements gathering with stakeholders
5. How to record requirements
6. The industry standard techniques used to model requirements including matrices and diagrams
7. How to specify and model requirements
8. The steps involved in analysing requirements and how to apply them
9. How to verify requirements with stakeholders to ensure they are accurate and complete
10. How to document requirements
11. The steps involved in version control and base-lining requirements and how to apply them

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