REQUIREMENTS CHECKLIST

1. **Business requirements**
   a. Define: Why the business is implementing the system
   b. Example: Content management system
      i. To ensure the knowledge we've created is accessible
      ii. To surface the organization's value proposition through digital publishing
   c. Example: Community platform
      i. Allow the community to collaborate and work in ways that result in new knowledge that wouldn't have been possible without the platform
   d. Example: Dog walking platform
      i. Employ the underemployed
      ii. Improve dog health
      iii. Improve the profession's safety

2. **User requirements**
   a. Define: What the system users need the system to do for them. It's about user and system interaction
   b. Example: Content management system
      i. Allow users to tag content using a taxonomy – key words
      ii. Put content of different types through different workflows – such as an approval process
   c. Example: Community platform
      i. Internal and external users
         1. Internal – delete or promote posts from the community – a form of moderating the community
         2. External – the ability to create a profile – including a picture, name, screen name, contact info, etc.

3. **Nonfunctional requirements**
   a. Define: All the rest. Not what the system will do, but how it will do it
      i. Examples:
         1. Security
         2. Data architecture
         3. Integration
         4. Design
         5. User experience
         6. Performance
         7. Scalability
         8. Reliability

4. Sources of requirements

- Business strategy
- User workflows and processes
- Business rules
- Regulatory

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