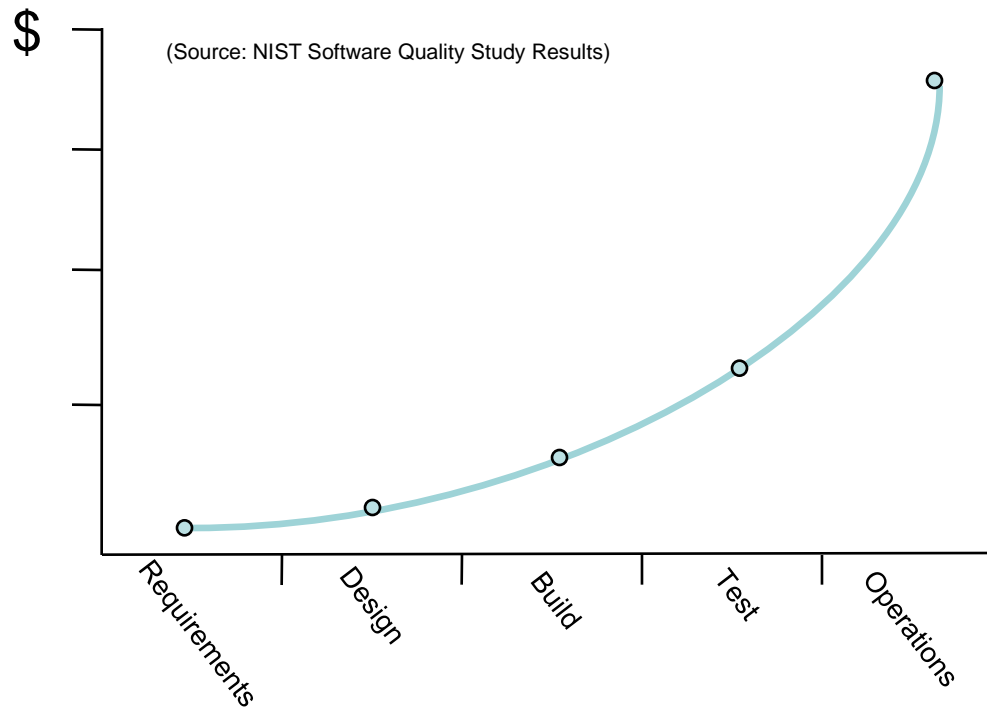


Save \$\$\$ With Better Requirements Management

Agenda

- My Background
- Why focus on requirements
- Common problems
 - Simple stuff
 - Some tips

Cost of fixing a defect



Common Problems

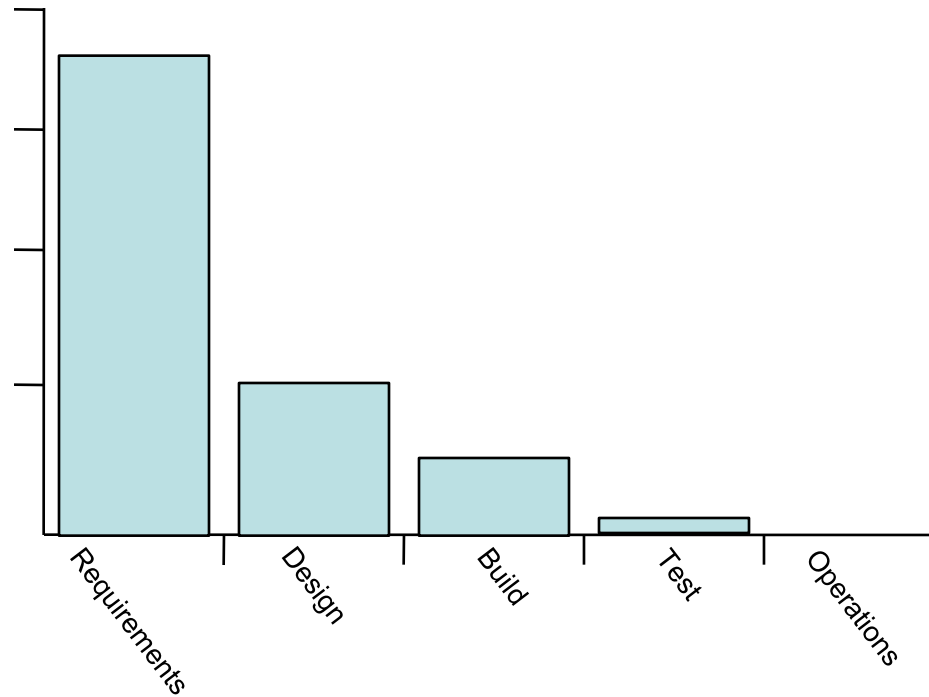
- Lack of time allocated for requirements gathering
- Test team not involved early enough.
- No sign off
- No version control and change management
- Requirements not prioritised.
- Lack of clarity and detail.

Time Allocated For Requirements Gathering

- Problem –
 - In a rush to get something tangible to show; the time allocated to requirements gathering and documentation is squeezed and completeness and usability suffers.
- What to do –
 - The first steps in any journey are the most important; time allocated to requirements will save time in future phases and therefore save money.

Introduction of Defects

(Source: NIST Software Quality Study Results)



Test Team Not Involved Early Enough

- Problem –
 - Testers do not gain enough understanding of the requirements
 - Tests more likely to be incorrect or incomplete
- What to do –
 - One or more representatives from test team/s should be involved during requirements gathering phase; participating in workshops etc.

No Sign Off

- Problem –
 - Sign Off is not enforced or the wrong resources are asked to sign off.
 - Sign Off is crucial for requirements management and accountability
- What to do –
 - All document templates should include sign off capture.
 - Include Sign Offs as milestones in project plan.

No Version Control and Change Management

- Problem –
 - Requirements might be done well and even signed off but then changes are not tracked authorised or communicated.
- What to do –
 - Change management and version control plan should be created and documented very early.
 - Should include communication schedule.

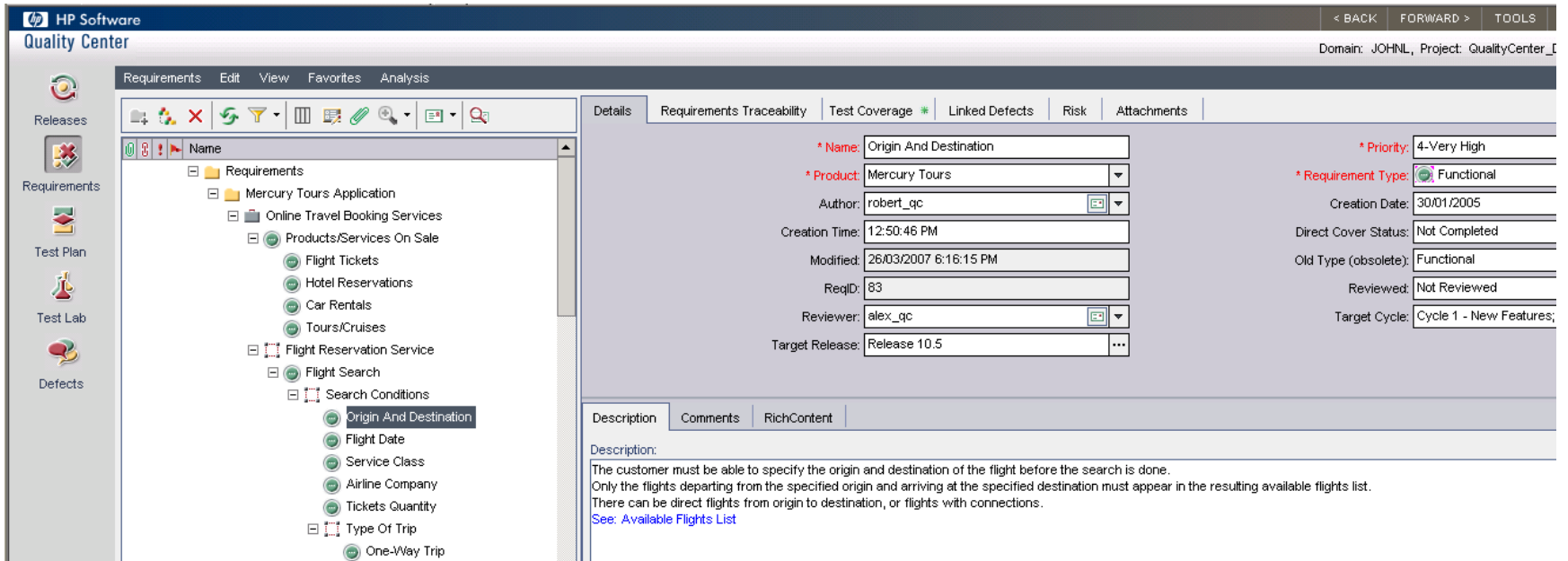
Requirements Not Prioritized

- Problem –
 - Requirements are all documented but there is no understanding of the differing criticality and priority of the requirements
- What to do –
 - Use a risk based approach to requirements management.
 - Focus on the potential business impact of your requirements.

Lack of Clarity and Detail

- Problem –
 - Requirements do not provide developers and testers with enough detail or they lack clarity; this causes major delays.
- What to do –
 - Get buy in and feedback from development and test as early as possible.
 - Be flexible in document formats have developers and testers give input into what level of detail they require.

How?



The screenshot displays the HP Software Quality Center interface. The left sidebar shows a tree view of requirements under 'Mercury Tours Application' > 'Online Travel Booking Services' > 'Products/Services On Sale' > 'Flight Search' > 'Search Conditions' > 'Origin And Destination'. The main area shows the configuration for this requirement.

Field	Value
* Name	Origin And Destination
* Product	Mercury Tours
Author	robert_qc
Creation Time	12:50:46 PM
Modified	26/03/2007 6:16:15 PM
ReqID	83
Reviewer	alex_qc
Target Release	Release 10.5
* Priority	4-Very High
* Requirement Type	Functional
Creation Date	30/01/2005
Direct Cover Status	Not Completed
Old Type (obsolete)	Functional
Reviewed	Not Reviewed
Target Cycle	Cycle 1 - New Features

Description:
 The customer must be able to specify the origin and destination of the flight before the search is done.
 Only the flights departing from the specified origin and arriving at the specified destination must appear in the resulting available flights list.
 There can be direct flights from origin to destination, or flights with connections.
[See: Available Flights List](#)

How?

HP Software Quality Center

Domain: TRAINING, Project: OnlineBanking, User: training

Requirements Edit View Favorites Analysis

Releases Requirements Business Components Test Plan Test Lab Defects

Folder Business requirement Functional requirements Testing requirements Group

Name	Direct	Cover	Status	Req ID	Author	Reviewed
Requirements				0		Not Reviewed
Account Details				1	training	Not Reviewed
Funds Transfer				2	training	Not Reviewed
Login				3	training	Not Reviewed
Username			? Not	4	training	Not Reviewed
Password			? Not	5	training	Not Reviewed
Application Performance			-----	6	training	Not Reviewed
Page Download Time			? Not Covered	7	training	Not Reviewed
Transaction Response T...			? Not Covered	8	training	Not Reviewed

Description | Comments | Attachments | History | Rich Text

How?

- *Your TSM model*