Requirements Validation

2 Day | Virtual and Face-to-Face

Requirements validation improves the likelihood of project success, making sure that we are building the right solution and that the solution is usable, desirable, and meets the business needs and desired outcomes. The cost to correct a software defect may be as high as 2,900 times the cost to correct a requirement. This was reconfirmed in a recent study by Forrester Consulting.

The study concluded: "Organizations have boosted application delivery speed, but at the expense of the quality of specifications and requirements."

- 42% are unable to keep up with new and changing requirements
- 42% lack coordination among groups
- 40% are held back by long documentation and approvals processes
- 40% struggle to understand unclear requirements
- 38% face risk and other impediments

This course takes you through steps to avoid the issues and addresses the age-old question, "How do I know I'm not missing any requirements?" There is no one silver bullet, but there are tools that can be adapted for your context. In this session you will learn a framework that guides you through your initiative/project to eliminate the chance of things going missing or not uncovered. Walk away knowing how to ensure that your requirements are validated.

Learning Objectives

- Learn a collaborative framework for ensuring "Good Solutions"
- Discover the types of validation and verification tools are appropriate for your context/project
- Be able to ensure that the solution meets the business stakeholder needs and desired outcomes
- Practice an approach to see how you can get continuous validation of requirements
- Learn how to identify the impacts to people, processes and other requirements as you work on new requirements or user stories

Intended Audience

This course is designed for business analysts, quality analysts, project managers, or anyone interested in improving and validating the quality of their requirements.

Prerequisites

We recommend that the student has already attended our Essential Skills for Business Analysis class or have equivalent experience before enrolling for this course.

Learning Topics

Topic
Introduction
• Why are we performing Business Analysis? • Discuss the consequences of missing or incorrect requirements • Learn a framework for ensuring "Good Solutions"
Scope Your Effort

• Review components of Scope
• Workshop: Project Scope based on case study or student project
    ○ Identify problems and/or opportunities
    ○ Identify key objectives
    ○ Identify capabilities affected by the problems/opportunities
    ○ Identify impacted parties and high-level data using the Context Level Data Flow Diagram
Identify business risks based on impacted parties

Determine the Analysis Approach

• Analyze Scope to Determine Approach
    ○ Identify the project process (typically Waterfall or Iterative/Agile)
    ○ Identify key deliverables or artifacts for requirements
    ○ Identify key stakeholders involved and high-level communication plan
• Discuss requirements by type to help ensure full requirements coverage
• Review alternatives for eliciting and validating business, functional, and nonfunctional requirements to determine impacts due to new and changing requirements
• Workshop: How to Approach a Solution
    ○ Develop an approach based on student project or case study
    ○ Use the *Considerations for Analysis Worksheet* to validate that requirements are sufficient for all stakeholders to gain a shared understanding and make decisions to implement build and solution

Determine Detailed Needs / Create Models
• Workshop: Identify Detailed Needs   ○ Work through the validation framework and your approach, producing sample deliverables for your project or a case study

Validate the Requirements
• Define Validation of Requirements
• Workshop: How to Validate
o Identify acceptance criteria for functional requirements
o Validate that the requirements produced are sufficient for all stakeholders to gain a shared understanding and to enable the development of the correct solution
Develop Your Action Plan / Course Summary
• Requirements validation summary
• Develop an **Action Plan** with next steps for the student's current project
• Student questions/discussion topics