

Module One

Requirements and the BI Lifecycle

- Kinds of Requirements
 - Business Requirements
 - Functional Requirements
 - Technical Requirements
- The BI Lifecycle
 - Stages of BI Development
 - Requirements through the Lifecycle
- Requirements Before Design
 - Architectural Requirements
 - Project Requirements
 - Just-In-Time Requirements
- Requirements and Testing
 - Testing the Requirements
 - Testing Design
 - Testing Implementation
 - Acceptance Testing

Module Two

Kinds of BI Requirements

- The Scope of BI Requirements
 - Business in BI
- Classifying BI Requirements
 - Business Capability Requirements
 - BI Value Requirements
 - Business Services Requirements
 - Business Applications Requirements
 - Data Integration Requirements
 - Service Level Requirements
 - Technology Requirements
- A BI Requirements Checklist
 - Summary

Module Three

Requirements Gathering Techniques

- Requirements as a Human Process
 - People and Requirements Gathering
 - Roles and Skills
 - Identifying Stakeholders
 - Busy People vs. Involved Participants
 - Some of the Challenges
- Ten Techniques
 - Group Facilitation
 - Interviewing
 - Brainstorming
 - Surveys and Questionnaires
 - Prototyping
 - Observation
 - Current State Analysis
 - Reverse Engineering
 - Requirements Workshops
 - Interface and Use Case Analysis

- Ten Techniques Summary

Module Four

Requirements Management Techniques

- Requirements as a Systems Process
 - Systems and Requirements Gathering
 - Process and Requirements Gathering
 - The “Why” of Requirements Management
 - The “What” of Requirements Management
- Collecting Requirements
 - Capturing Requirements
 - Defining and Refining Requirements
- Documenting and Modeling Requirements
 - Writing Requirements Specifications
 - Representing Requirements as Models
- Testing Requirements
 - Testing Clarity, Correctness, and Measurability
 - Testing Completeness
- Managing Requirements
 - Managing Scope
 - Managing Impact
 - Managing Feasibility
 - Managing Change

Module Six

Summary and Conclusion

- Best Practices for Requirements Management
 - Dos and Don't's
- Summary of Key Points
 - A Quick Review
- References and Resources