

Scope and Requirements Management for IT Project Management - 3 Days

Course Overview

Introduction

- The Project Management Context
- Importance of Scope management
- The case for Scope Management

Overview of Requirements Management in IT Projects

- Project Management Methodologies
- Key Definitions - system, analysis, requirements, process, function, product, scope, etc.
- The 9 properties of an effective requirements definition (IEEE model)

Requirements Definition in the IT Project Life Cycle (PLC) and Project Management Process

- Business, Program and Project objectives
- IT Project Life Cycle: Iterative, Waterfall, Spiral, Incremental
- Initiation, analysis & functional design
- Control checkpoints - gating

The Requirements Documents

- Defining standard structures
- Making the business case
- Enabling and controlling change

Gathering Requirements

- Considering organizational issues
- Consulting with stakeholders
- Dynamic requirements techniques
- Joint requirements definition and prototyping
- Creating and using checklists
- Linking requirements and sources

Analysis and Negotiation

- Defining boundaries and forcing consensus

Modeling - Structured and Object Oriented Methods

- Conceptual, logical and physical views and levels of detail
- Data analysis - object relationships
- Process and Function analysis
- Use Case Analysis
- Iterative refinement and elaboration

Validating Requirements

- Comparing with standards
- Defining validation checklists
- Preparing user manual
- Preparing requirements test cases
- Reviews and walk-throughs

Formal Specifications

- Benefits of formalization
- Definitions and life cycle issues
- Formal specification issues
- Problems, pitfalls and lessons

Controlling Change

- Change control & configuration management
- Document management - version control
- Managing requirements documents after the project

Closing