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| Training Course | How to Gather and Document User Requirements |
| Course Language | English |
| Course Duration | Total Number of hours : 18 Dates 3 DAYS |
| Course Objectives | <p>Poor requirements management processes or lack of thereof have been identified as a leading cause of project failure. As many organizations find that utilizing project management processes helps improve the probability of project success, professional life continues to point to poor handling of product requirements as the major cause of project failure.</p> <p>Our workshop will enable participants to:</p> <ul style="list-style-type: none">• Prepare for and manage project requirements document gathering process• Identify the two types of requirements• Consider the importance of requirements management• Utilize requirements management tools• Plan and implement requirements gathering process• Identify and prevent the wrong way to gather requirements• Perform effectively requirements gathering techniques• Learn how requirements management processes address the causes for project delays and failures and contribute to project success |
| Course Content | <p>Course Key Topic Area Includes:</p> <ul style="list-style-type: none">• Prepare and perform project requirements document gathering process• Identify the two types of requirements• Understand the importance of requirements management• Requirements examples |



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| Course Content | <ul style="list-style-type: none">• Requirements management tools• Requirements gathering process• The wrong way to gather requirements• Requirements gathering techniques |
| Learning Outcomes | <p>At the end of the program the trainees will be able to:</p> <ul style="list-style-type: none">• Prepare for and manage project requirements document gathering process• Identify the two types of requirements• Consider the importance of requirements management• Utilize effectively requirements management tools• Implement proper requirements gathering process• Identify and prevent the wrong way to gather requirements• Perform effectively requirements gathering techniques• Enhance requirements management processes and address the causes for project delays and failures and contribute to project success |
| Target Audience | <p>Management members</p> <p>Project managers</p> <p>Supervisors and senior staff members</p> <p>Others</p> |
| Course Material /Technology used/ Details Relevant to the course. | <p>Standards training methods</p> <p>Group discussions</p> <p>Case studies</p> <p>Role play</p> <p>Brainstorming/ Mind mapping</p> <p>Duncker Diagram</p> <p>Paired Comparison</p> <p>Others</p> |