



The Risk of Words

Writing and Documenting Requirements

Course Background:

Writing good requirements is more difficult than it appears. The impact of a poorly chosen word can have severe consequences on a project. What strategy can be used to write requirements, structure them, and determine the appropriate level of detail? During this course, we will introduce you to a series of practical guidelines that will help you construct the best possible requirement statements using the right words.

The course is structured as an intensive writing workshop where students initially write requirement statements and improve them using the theories they learn throughout the day.

Course Benefits:

This course is designed to significantly improve the quality of requirement statements a requirements engineer produces. By understanding and becoming aware of the issues surrounding the phrasing and choice of words in a requirement statement, higher quality requirements can be produced.

This will lead to a decrease in time spent on rework due to poorly phrased requirements, saving time, money, and a lot of frustration.

Who will benefit from this course?

Anyone who physically writes requirement statements as part of the normal job function

Pre-requisites:

An introductory course in requirements engineering practices and techniques

OR

A minimum of four to six months of practical experience in requirements engineering

Course Contents:

This course consists of one block of one day.

This course is an in-depth treatment of how to state a functional requirement. The course is structured as an interactive workshop, where participants work with the instructor to gain a thorough understanding of:

- Domain and Non-Domain terms used in a functional requirement statement
- Structuring a requirement statement using IEEE standards
- The effect of word choice on readability
- The effect of word choice on understanding
- Identifying terms that need to be defined
- Assessing the risk of repeated terms

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Course Format:

Teaching method: Interactive workshop, and practicum
Student material: Work book, reference list
Language: English

Additional Options:

In order to further enhance the outcome of this course, please indicate any desired options when signing up for this course, or contact your account manager. There is no focus on specific tools and platforms.

Additional Subjects:

This course can be easily combined with other elements from the course curriculum of agile42 and Mithun Training & Consultancy. Additional exercises can be added, and your own project can be even used during the course. Please contact your account manager for more information about the possibilities we can offer.

Complementary Courses:

The course curriculum offered by agile42 and Mithun includes:

Requirements Engineering basic	Introduction to Requirements Management & Engineering (RM&E) RM&E Aware for Managers
Requirements Engineering intermediate	The Requirements Game – Free format RM&E course Deriving Detailed Requirements
Requirements Engineering advanced	The Risk of Words – Writing and Documenting Requirements Interviewing Techniques & Guidelines
Process Management	SCRUM DSDM Aware DSDM for Practitioners DSDM Project Management Agile Development for Practitioners Agile Development for Managers
Object Oriented Analysis & Design	Preparation training for OMG UML Professional Certification Object Oriented Analysis & Design using UML 2.0 Design Patterns Realizing Software Architectures with UML 2.0 UML for Event Driven Systems
Real-time & Embedded Analysis & Design	Structured Analysis & Design for Real-time Systems Advanced Real-Time Analysis & Design Real-time Software Design Software Design with Real-Time Java
Quality	Capability Maturity Model Integration (CMMI) for practitioners Capability Maturity Model Integration (CMMI) for managers

Terms and conditions:

The standard terms and conditions of agile42 are applicable. A copy will be made available on request.

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