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[Company Name]

[Project/Initiative ID]

# Business Requirements Document

[Project/Product Name]

Author: IAG Consultants  
Version: 0.1  
Last Updated: April 29, 2021

<To begin, enter the Project Name [ ], Company Name [ ], Version [ ] and Last Updated Date [ ] in the appropriate fields on the Cover Page. This information will be automatically carried in the appropriate sections of the document body, header, footer, etc. These fields are all contained in the Document Properties. If you want to include the content of any of these fields at additional places in the document, they can be inserted and kept automatically updated (Insert, Quick Parts, Document Property, select item).> NOTE: Project/Initiative ID is optional (can be removed if not available)

## Document Location

File Name	Location
	[e.g., link to Team Site]

## Revision History

Version	Date	Summary of Changes	Author
		•	

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## Introduction

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### Purpose of this Document

*<This section should describe the purpose of the BRD, the intended audience for the document, and a summary of the potential value of the document's components.>*

The [Project/Product Name] Business Requirements Document (BRD) represents the documented results of a series of requirements discovery sessions with Subject Matter Experts (SMEs), accompanied by results from associated out-of-session analysis and SME reviews. Sessions were conducted using an iterative method to ensure all in-scope content has been identified and addressed to a sufficient level of detail. All BRD components, in turn, are derived from the elicited business process to provide a comprehensive business description of how to meet the previously mentioned business goals.

### Methodology

The template for this document is based on industry best practices for requirements definition and management and developed by our Business Analysis advisors at [IAG Consulting](#).

### How to Use this Document

*<Notice to Author(s): Throughout this document there is instruction text such as this which should be removed prior to publishing. To permanently remove comments, right-click Instructions style from the Quick Style Gallery on the Toolbar; Click 'Select all instances', and delete (Ctrl-X). To hide the instructions, right-click Instructions style, select 'Modify', 'Format', 'Font', and 'Hidden'.>*

*<To enter specifications for a new use case or entity, copy and paste an existing, blank use case or entity section, then update with your details. This document template contains several such blank sections for your use, add additional ones as required.>*

*<Wherever possible, insert references (e.g., use case step in a business requirement) as linked cross-references; Click 'Insert' tab, 'References', 'Cross-reference', 'Numbered Item', 'Paragraph Number' or 'Text', and select item. Subsequently, when editing the document, care should be taken to ensure these cross-reference links are not broken. When editing is complete, the document fields must be refreshed – see below.>*

*<In each section of this document, there is a subsection for NOTES. This is a placeholder for information gathered that cannot be attributed to a specific subsection during a facilitation session. During document editing, most of this information should be placed into one of the existing subsections such as "Summary Use Case Narrative", "Considerations", "Business Rules", etc.>*

*Before final publication, ensure Version [ ] and Document Date [ ] fields have been updated and that all fields, cross-references and table of content entries have been refreshed (Ctrl+A, F9, Update Entire Table). Use MS Word's 'Find' function to search for the term "Error!" to ensure no links are broken.*

This document contains the following main sections:

- **Introduction:** The introduction contains sections including the executive summary, objectives, scope, constraints, assumptions, dependencies, risks, and appropriate high-level models of the system, subject, or business area.
- **Requirements:** This section contains the following lists:
  - **Functional Requirements:** A list of functional requirement statements with cross references to the use case or use case step(s) in the Process Definition section of the document.
  - **Business Rules:** A list of the business rules with cross references to the relevant use case, use case step(s), data entity or data element in the document.
  - **Non-Functional Requirements:** A list of the non-functional requirements necessary to be defined as business requirements. These will be more fully defined in the Software Requirement Specification.
  - **Information Requirements:** A summary list of requirements that define the high-level business need for the data to be stored in the system, with cross reference to the appropriate entity (or class) in the Data Definition section of the document.
- **Process Definitions:** This section describes the business activities within the scope of the analysis of the system. The business activities are described as use cases using a semi-formal, non-technical format appropriate for business use cases. The description of these business activities includes one or many

use case scenarios (including one primary and any associated alternate scenarios for key variations in the process) and diagrams for the business activity as appropriate.

- **Data Definitions:** This section, which may be included in the document or referenced to a spreadsheet or other tool, provides definitions for the data elements referenced in the use cases. These definitions are organized by entity, and provide a partial conceptual data model for the system.

The following numbering scheme is used throughout this document:

Notation	Notation Description
<i>1.1:</i>	Use case and use case step
<i>CT:</i>	Constraint
<i>A1:</i>	Assumption
<i>R1:</i>	Risk
<i>D1:</i>	Dependency
<i>E1:</i>	Entity/information requirement
<i>FR1:</i>	Functional requirement
<i>NFR1:</i>	Non-functional requirement
<i>O1:</i>	Objective
<i>BR1:</i>	Business rule
<i>Ref [x]:</i>	Cross-reference note to component 'x' (where 'x' may include BR, FR, etc.)

If MS Word cross references are included in bulleted notes of the UC, please add the term "Ref" in front of each cross-reference link to ensure readers who are reading paper copies can understand the how to use the link

Official copies of this document may be accessed [here](#). Collaboration from reviewers is encouraged. However, please set "Track Changes" on in MS Word before making any edits, and if large edits or comments are required referencing a certain phrase or section, please use an MS Word "Comment".

## Document Audience

The following table highlights how certain BRD components are of interest to, and may be best used by stakeholders of different roles at [Company Name] to assist in their project efforts:

Document Audience	BRD Components of Interest to Stakeholder
Executive Management / Sponsor	The BRD clarifies business objectives; Provides criteria to measure project success; Summarizes findings and provides recommendations
Project Managers	The BRD defines scope; Identifies constraints, assumptions, risks, dependencies, and issues which need to be tracked and addressed in the solution
Subject Matter Experts	The BRD provides comprehensive description of business requirements for review, sign-off, and prioritization
IT Architects/Designers/Developers	The BRD provides complete and unambiguous description of in-scope functional requirements and business rules (with associated business process context)
Database Administrators	The BRD provides business-level description of all in-scope data entities and associated attributes, along with context on their usage and applicable business/data rules
Quality Assurance / UAT Users	The BRD articulates business process for use as basis for test script development
Business Analysts	The BRD provides complete and unambiguous lists of in-scope functional requirements and business rules (with associated business process context) for usage in future stages of the product/project lifecycle

## About IAG Consulting

IAG helps you build better systems, run better organizations, execute better strategies, and achieve better results by using lean-agile requirements-driven PPM, business analysis and business architecture best practices.

IAG provides consulting expertise, methodologies, standards and resources to the IT and business community in medium to large corporations and governments worldwide. IAG's primary focus is in Lean-Agile Business Analysis, Requirements Definition & Management, Lean-Portfolio Management, Business Architecture, and Application Portfolio Optimization.

Specific Business Analysis and Requirements Definition and Management services include project scoping, requirements elicitation, setting up a Business Analysis Center of Excellence (or Requirements Management Office), improving requirements processes, integrating requirements authoring and management software, and coaching & training Business Analysts.

Since 1997, IAG's team of senior consultants has led and supported projects with most of the world's F1000 organizations to build better systems, run better organizations, execute better strategies, and achieve better results.

IAG is privately held with offices in the US and Canada, and based in Wilmington, Delaware.  
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## Instructions to Authors

Please refer to our organization's writing style guide and business case submission documentation to ensure you follow our most current guidelines.

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## Executive Summary

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*<This section should summarize the contents of the entire document. Describe current business motivation; describe key success factors that the business has identified as needing to be implemented by summarizing the findings/conclusions of the BRD. Example: Business has identified [ABC] opportunities. Requirements discovery / process elicitation identified [x, y, z] key factors/business needs to be met. To meet the business need / achieve success, the proposed solution will focus on [123].>*

## Background Context

<This section should provide a background summary of the initiative/project, and business motivations that will provide the context for the requirements of this product or system/solution>

### Product Vision

<Describe the vision for the product/system (or this increment). This may be extracted from the Vision and Scope or other planning documentation which may also be referenced here.>

### Business Drivers

<This section should describe the business background, motivation, and rationale that are driving the business need for this product or system. This section may cover or include such sub sections as business background, goals, general or business objectives, business drivers, summary of the business case, vision, problem, or opportunity statement. This section may summarize elements of preceding documents such as a vision document, scope document, or project charter.

In cases where a higher-level of business need, product features, or requirements that have been defined, these would be listed here. In cases where this project covers a set of product backlog items intended to be satisfied, these may also be listed here. For traceability of these elements, these may need to be uniquely numbered. Note also that if the requirements are to be rated or prioritized, most methods require well defined goals or objectives to align and evaluate the requirement's importance. These objectives may also be necessary for developing acceptance criteria as well as product success and performance. For larger lists, a reference may be given to an external document, spreadsheet, database, site, or to an appendix in this document.>

<Use the optional table below for goals, objectives, features, etc.>

ID	Business / Product Portfolio Objectives	Priority/Ranking

### Project Context

<This **optional** section should provide a summary description of the project (PM, not BA perspective) and may include a summary of the project scope (as distinct from the product scope), the project objectives (as distinct from the product or business objectives), and other elements from related project documents such as the project summary, project charter, or project scope document.>

### Working Notes

<A temporary subsection for notes and documentation to be later reorganized prior to publication>

## Summary of Scope

<The section should provide a definition of the scope of the product/system/solution. The subheadings below provide a common approach to define scope by listing the functional areas (i.e., use cases). Other subsections may be added depending on the project or product if the scope is limited or defined by other parameters such as location, organization, transaction types, type of customers, technology, events, etc.>

Please refer to the complete document as a full definition of scope. The following is a summary of the high-level functionality that is in-scope and out-of-scope for the system (expressed as the user activities or use case scenarios the system must be capable of providing or responding to):

### In-Scope Functionality

<Listing of use cases in the final deliverable. If you would like to include a list of the candidate use cases/business activities identified during the engagement's scoping phase (as a checklist to verify all in-scope topics have been covered), please post this in a separate format to the client's Team Site repository.>

This section lists the in-scope processes described in this BRD.

-

## Other In-Scope Factors

*<Factors that could be listed here are outside of the processes described above, and may include business capabilities, functions, products, customers, organizations, vendors, resources, or information.>*

This section lists any non-processes-oriented factors that are considered in-scope for this BRD.

- 

## Out-of-Scope Topics

*<Make the content in this section self-explanatory (either supply more info than just a couple of word or make a short phrase that is self-explanatory. Also, make sure all items on this list are constructed in a similar matter (i.e., parallelism).>*

This section lists any topics specifically called out by stakeholders as being out-of-scope for this BRD.

- 

## Working Notes

*<A temporary subsection for notes and documentation to be later reorganized prior to publication>*

## BRD Assumptions

The following are factors that have been assumed to be true that could affect the validity of the requirements, models and other specifications in this document.

ID	Description	Ref <sup>1</sup>
A 1.		
A 2.		
A 3.		

## Constraints

*<These restrictions typically relate to schedule, and budget. Additional constraints could include limitations on resources, quality standards, regulations, policies, and risk tolerance. Constraints may be hard or soft, internally determined or externally imposed. Examples might related to time, deadlines, budget, scarce resources (personnel, materials, or equipment), etc.>*

The following are factors that may limit the options for team and the realization of the vision of the product. These should be considered in prioritization and planning and by the team when designing and implementing the capabilities and features of the product/system.

ID	Description	Ref
C 1.		
C 2.		
C 3.		

---

<sup>1</sup> Reference: Use Case, Requirement, Business Rule, etc.

## Product Dependencies

<As opposed to project dependencies which define factors upon which the project is dependent or requirement dependencies which define other related requirements or factors that a particular requirement is dependent upon, this list defines dependencies of the product or system for this BRD. These may be 1) Developmental Dependencies e.g., external project resources, vendor services, development resources, and raw materials or 2) Operational Dependencies e.g., systems, apps, technologies, consumables, external services, etc. >

The following are major external resources the product/system is expected to need in order to be developed, implemented, and used successfully.

ID	Description	Ref <sup>2</sup>
<i>D 1.</i>		
<i>D 2.</i>		
<i>D 3.</i>		

## Risks

The following is a summary list of the potentially high risk (impact v. likelihood) events which could impact the vision of the product/system (or the implementation of the set of requirements defined in this BRD). For a complete and current list, please refer to the product portfolio or project risk register.

ID	Description	Ref
<i>R 1.</i>		
<i>R 2.</i>		
<i>R 3.</i>		

## Project Team

<Detailed information (e.g. contact info) can be listed on the Team site if required>

The following people were involved in the development of and/or contribution to this specification:

First Name	Last Name	Email	Role

<sup>2</sup> Reference: Use Case, Requirement, Business Rule, etc.

## High-Level Models

### Context Diagram

The following diagram shows the system/process area under discussion and its relationship with (out-of-scope) external entities (e.g., out-of-scope systems, organizations, etc.)

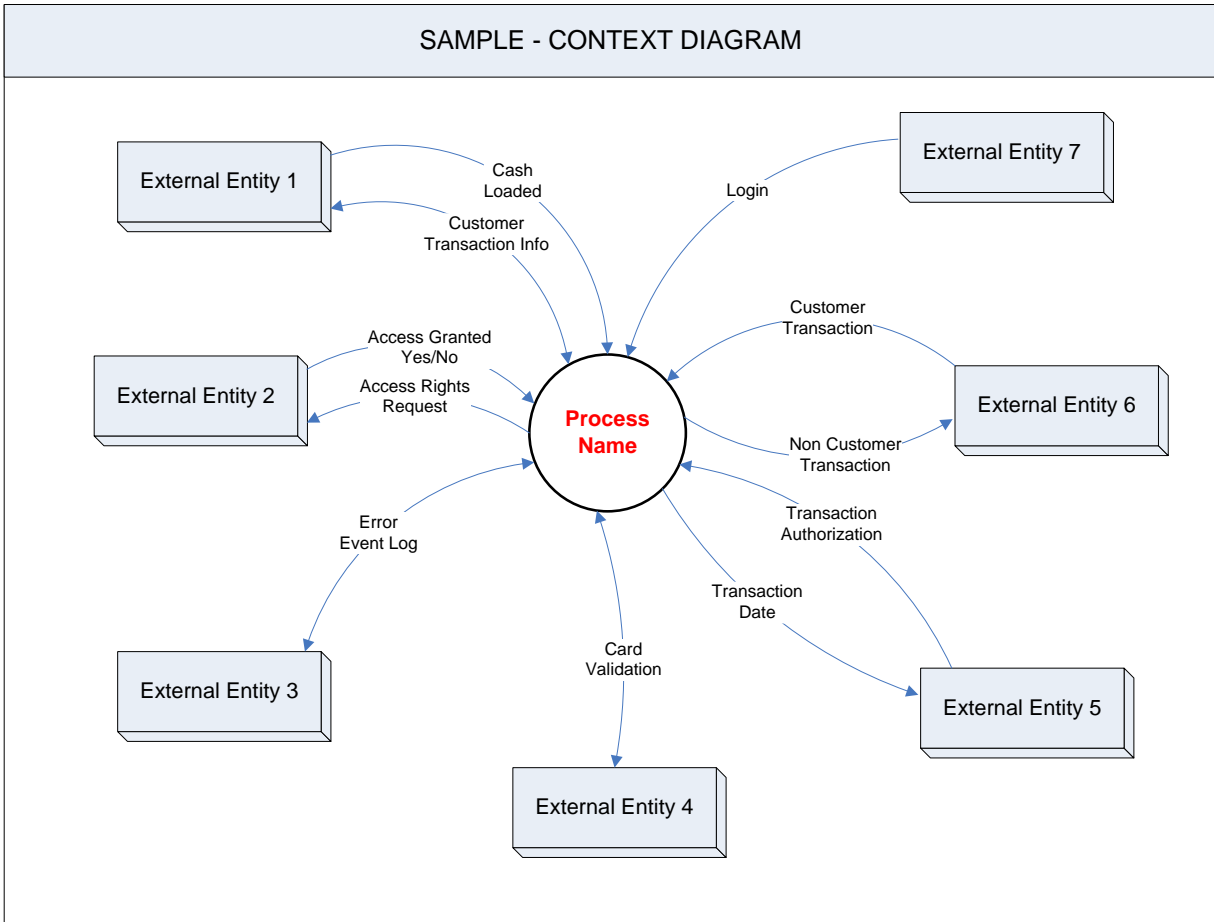


Figure 1: Appendix A – Glossary of Terms, Acronyms, and Abbreviations

### Use Case Diagram

<This is an optional diagram based on deliverables required by the Requirements Management Plan. Make sure to add a descriptive sentence under the heading to lead off the diagram>

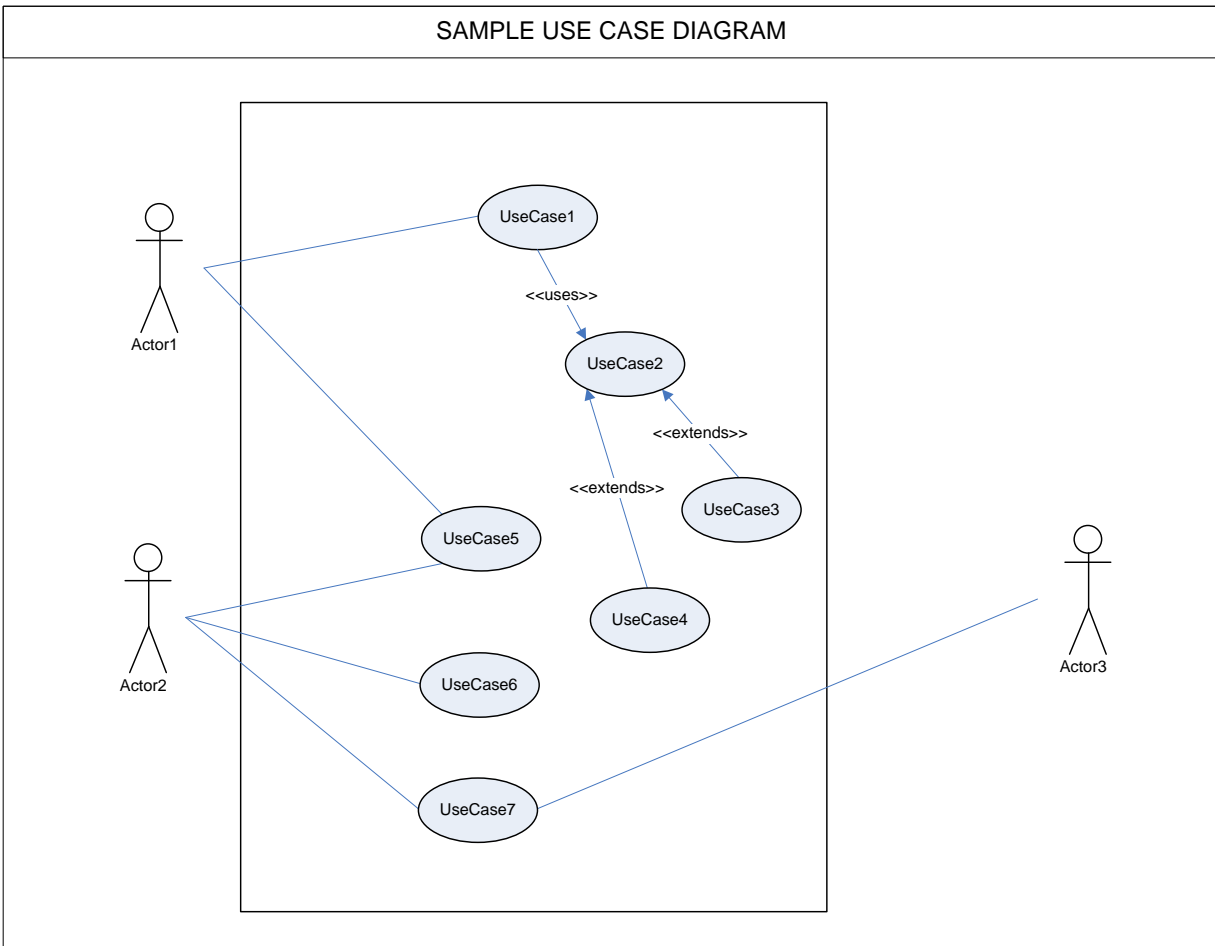


Figure 2: Appendix A – Glossary of Terms, Acronyms, and Abbreviations

### Process Diagram

<Make sure to add a descriptive sentence under the heading to lead off the diagram>

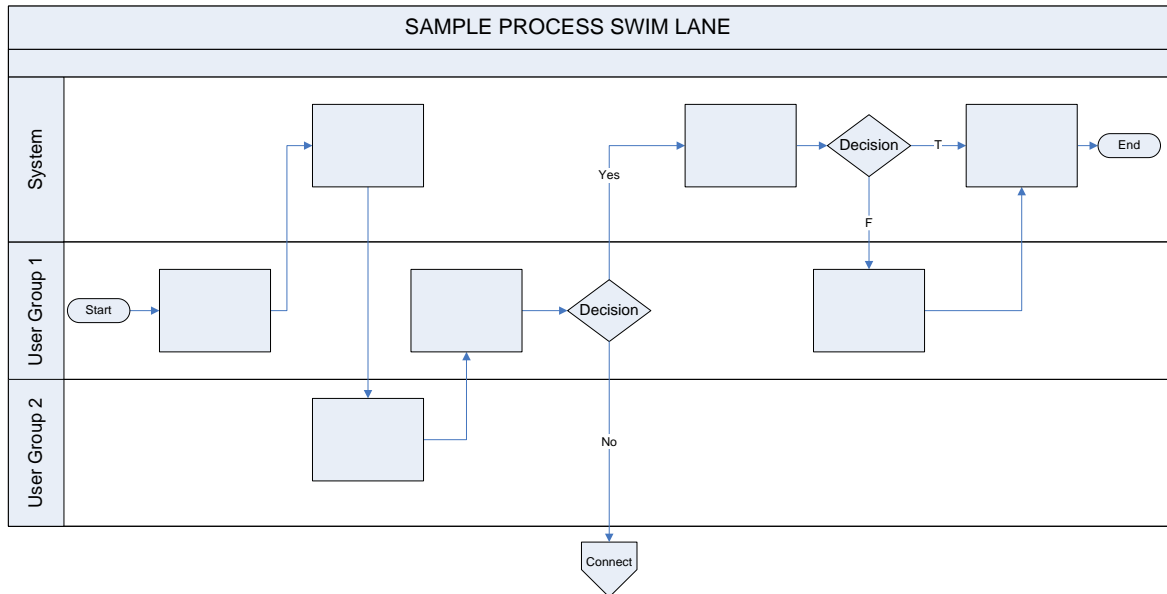


Figure 3: Appendix A – Glossary of Terms, Acronyms, and Abbreviations

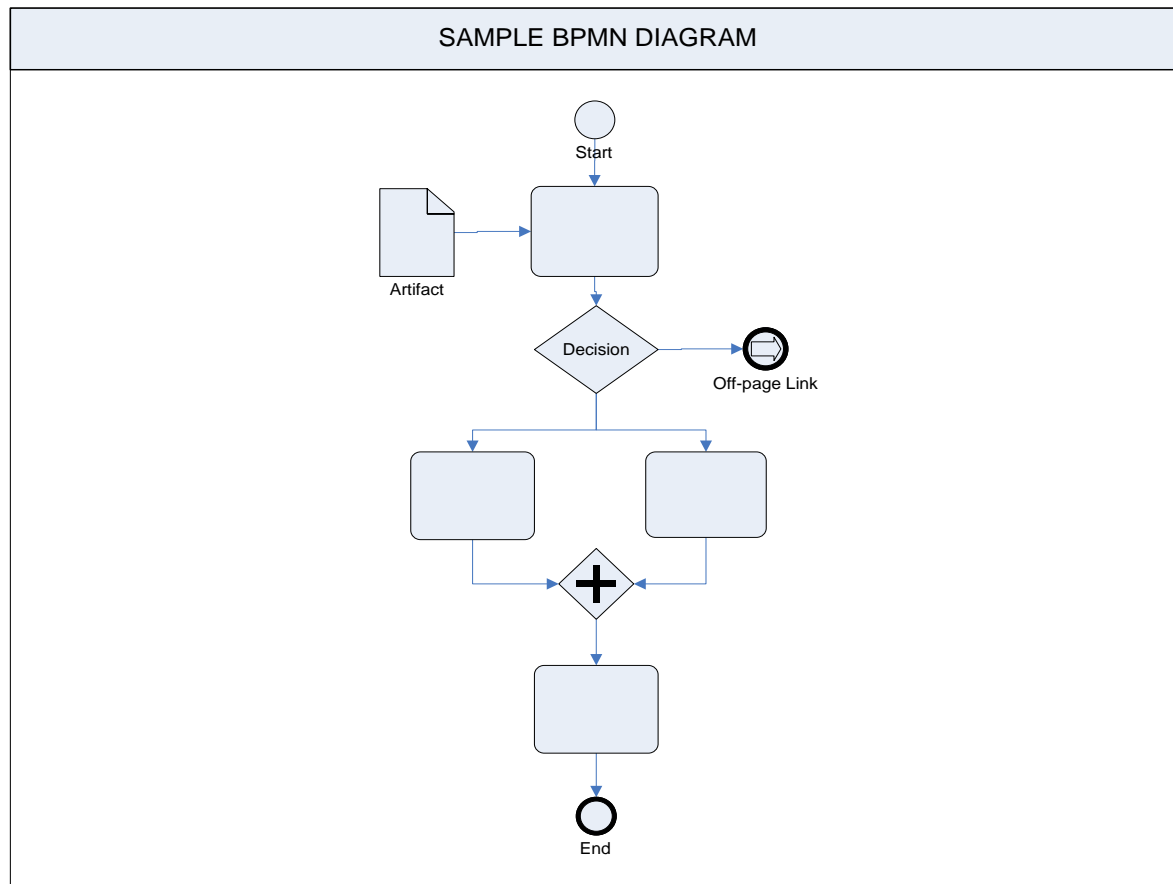


Figure 4: BPMN Diagram – Process/Activity Level

## Requirements

### Functional Requirements List

The following list represents the functional business requirements for the [Project/Product Name] System.  
*<This section may contain a table, or a linked, embedded or pasted spreadsheet. Alternatively, a spreadsheet or other repository that contains the list or matrix of requirements may be referenced. This simple table includes an ID, a description or label field and a column to reference the functional component (usually a use case step) that relates to the requirement.>*

FR ID	Functional Requirement	Related to
FR 1.	The system shall <b>do something with some information</b> under certain circumstances according to business rules.	
FR 2.		
FR 3.		

### Business Rules List

*<Please use RuleSpeak format (quick explanation at <http://www.brcommunity.com/articles.php?id=b472>, more info in IAG repository)>*

The following list represents the business rules related to the [Project/Product Name] System.

Each business rule relates to one or more use case steps and/or data entities described in the specification as noted in the Reference column.

Rule ID	Business Rule Name	Business Rule	Reference <sup>3</sup>
BR 1.			UC-2
BR 2.			Entity Name A
BR 3.			

### Non-Functional Requirements List

The following list represents the non-functional requirements for any solution that also meets the functional requirements.

*<At a high-level, list any applicable, known and critical standards, non-functional requirements, hardware or platform requirements, and environmental requirements.>*

*<Include, as necessary, the quality ranges for performance, robustness, fault tolerance, usability, and similar characteristics.>*

*<Identify specifically whether the items are actual "must-have" requirements or whether they are "potential" or "nice-to-have" requirements for consideration. (e.g., can/must/should/may)>*

*<The following table may be used in lieu of the sections below.>*

NFR ID	Non-functional Requirement	Requirement Type <sup>4</sup>
NFR 1.	The system shall <b>do something with some information</b> under certain circumstances according to business rules.	
NFR 2.		
NFR 3.		

### Applicable Standards

*<Use this section to list all standards with which the product must comply. These can include legal and regulatory (FDA, UCC), communications standards (TCP/IP, ISDN), platform compliance standards (Windows, UNIX, etc.), and quality and safety standards (UL, ISO, CMM).>*

<sup>3</sup> Entity name, functional requirement, etc.

<sup>4</sup> **Requirement Type:** Usability, Reliability, Performance, etc.

## System Requirements

<Use this section to define any system requirements necessary to support the application. These can include the supported host operating systems and network platforms, configurations, memory, peripherals, and companion software.>

## Usability Requirements

<Use this section to detail usability requirements. Usability factors may be sub-divided to address user experience, user interface, help, user documentation, and user training.>

## Reliability Requirements

<Use this section to detail reliability requirements which should consider such factors as recoverability, failure, availability, and accuracy.>

## Performance Requirements

<Use this section to detail performance requirements. Performance issues can include such items as user load factors, bandwidth or communication capacity, throughput, and response times under a variety of loading conditions.>

## Supportability Requirements

<Use this section to detail supportability, serviceability, or maintainability requirements. Factors that may be included in this section relate to the extendibility, scalability, compatibility, and/or adaptability of the hardware or software architecture, installation, licensing, localization, maintenance, service, support, configurability, etc.>

## Security Requirements

< Use this section to detail critical security requirements as appropriate and defined.>

## Other Non-Functional Requirements

<Use this section to detail any other types of NFRs that do not fit in the categories listed above.>

## Information Requirements List

<This section consolidates the set of entities described in this BRD, and may be useful as a reference>

The following list represents the business data requirements for the [Project/Product Name] System.

Each requirement relates to an Entity described and modeled in the Data Definition section of the specification. Detailed definitions and Business Rules for each of these requirements can be found in the detailed description of the Entity associated with the requirement.

Req. ID	Information Requirement	Entity Name
E 1.	The system must have the ability to <b>add/modify/delete Entity data</b> according to business rules.	Entity Name A
E 2.	The system must have the ability to <b>add/modify/delete Entity data</b> according to business rules.	Entity Name B
E 3.		

## Working Notes

<A temporary subsection for notes and documentation to be later reorganized prior to publication>

# Process Definition

<Copy and paste blank use case template sections below and modify to include detail for use cases in scope for your project>  
<Individual use cases may be extracted and published in individual documents for client review purposes>

- UC-1      Use Case Name 1 .....17
- UC-2      Use Case Name 2 .....21
- UC-3      Use Case Name 3 .....24
- UC-4      Use Case Name 3 .....27
- UC-5      Use Case Name 5 .....30
- UC-6      Use Case Name 3 .....33
- UC-7      Use Case Name 3 .....36
- UC-8      Use Case Name 3 .....39
- UC-9      Use Case Name 3 .....42
- UC-10     Use Case Name 3 .....45

## UC-1 USE CASE NAME 1

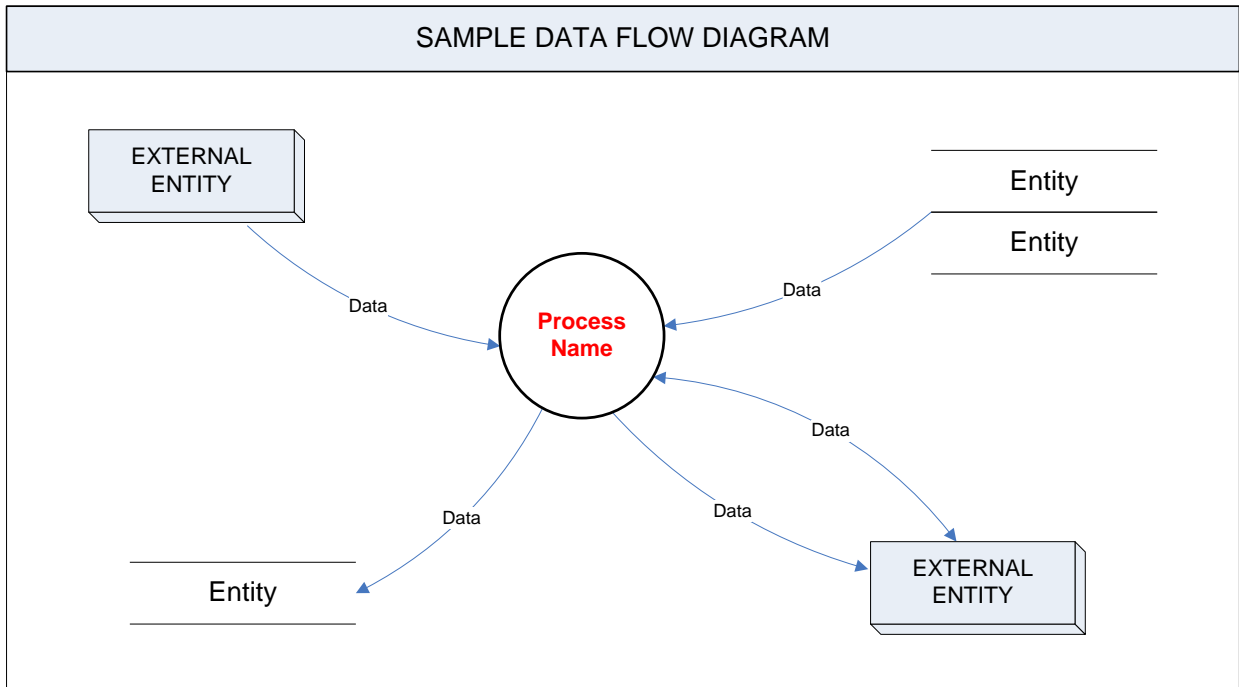


Figure 5: Data Flow Diagram - Use Case Name 1

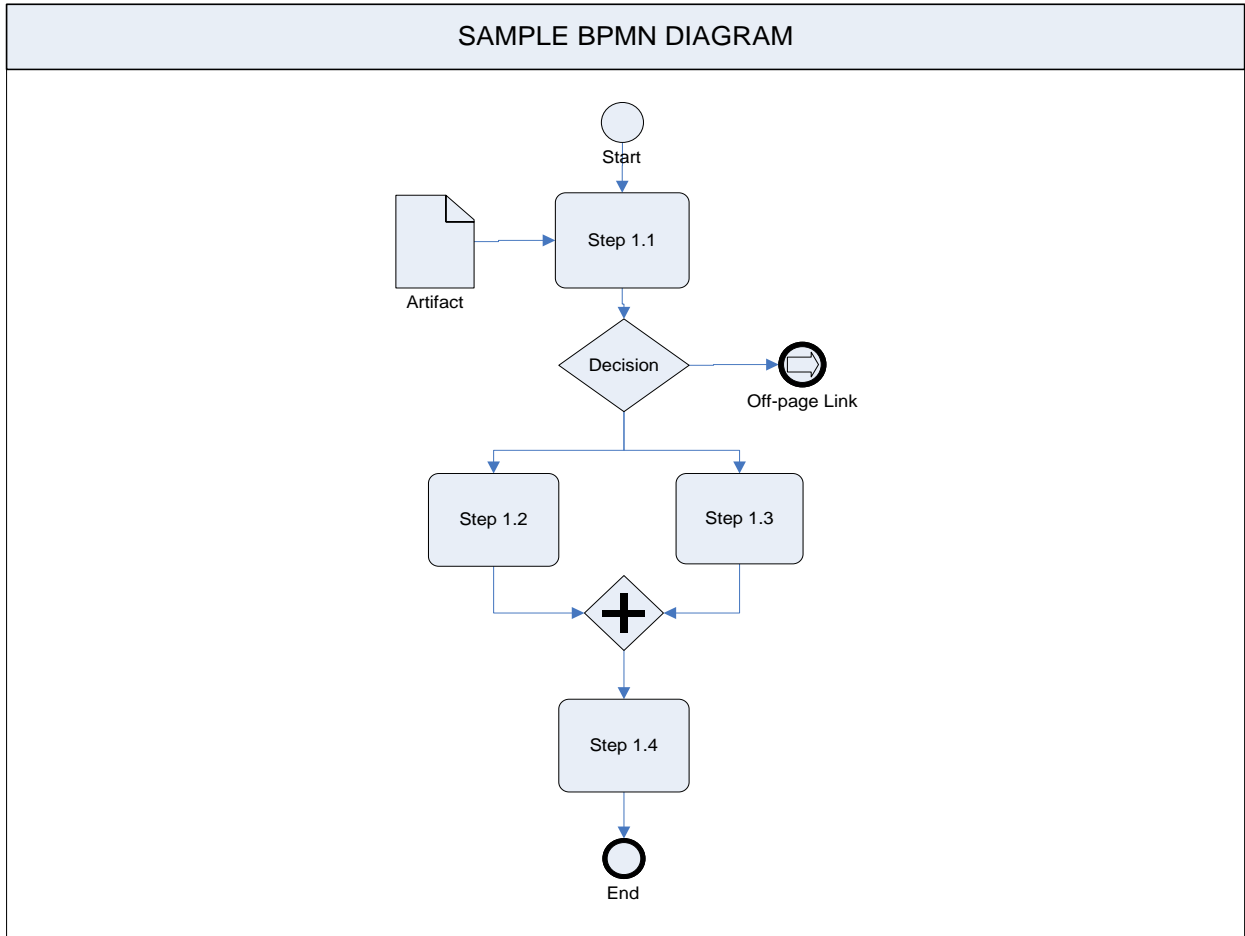


Figure 6: BPMN Diagram - Use Case Name 1

## USE CASE DESCRIPTION

### Summary Use Case Narrative

<This section should provide a brief description of the use case. This summary narrative description may be placed before or after the diagram.>

This use case describes the activity of...

### Actors

- 

### Triggering Event(s)

- 

### Pre-conditions

- 

### Outcome(s)

-

## Post-conditions

- 

## List of Use Case Variations

<This table describes an alternate way of listing the variations in this use case and how (and where) they are addressed (as scenarios/flow, business rules, sub-step detail, related use case, solution architecture, manual (out-of-scope) workflow, etc.)>

Variation	Variation Location
[Variation Name]	Primary Scenario
[Variation Name]	Alternate Scenario: [Variation Name]
[Variation Name]	[Reference ID for UC, Business Rule, etc.]

## SUMMARY OF USE CASE SCENARIOS

<This section describes the sequence of events for the primary and alternate scenarios at a summary level of detail in single line descriptions for each step.>

### Primary Scenario

- 1.
- 2.
- 3.

### Alternate Scenario A: [Name]

- 4.

### Alternate Scenario B: [Name]

- 5.

## USE CASE STEP DETAIL

### Primary Scenario

#### 1.1 Use Case Step Heading Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming id quod mazim placerat facer possim

- BRD Bullet 1
- Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming id quod mazim placerat facer possim

#### 1.1.1 Use Case Step Heading 2 Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming id quod mazim placerat facer possim

- BRD Bullet 2
- Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat

#### 1.1.1.1 Use Case Step Heading 3 Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming id quod mazim placerat facer possim

- BRD Bullet 3
- Ut wisi enim ad minim veniam, quis nostrud exerci tation ullamcorper suscipit lobortis nisl ut aliquip ex ea commodo consequat

1.1.1.1.1 Use Case Step Heading 4 Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming

- BRD Bullet 4
- Duis autem vel eum iriure dolor in hendrerit in vulputate velit esse molestie consequat, vel illum dolore eu feugiat

1.1.1.1.1.1 Use Case Step Heading 5 Liber tempor cum soluta nobis eleifend option congue nihil adt that is that

- BRD Bullet 5
- Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet

### Alternate Scenario A: [Name]

Pre-condition(s):

#### **1.2 Lorem ipsum dolor sit amet**

- Note one
- Note two

Post-condition(s):

### Alternate Scenario B: [Name]

Pre-condition(s):

#### **1.3 Lorem ipsum dolor sit amet**

- Note one
- Note two

#### **1.4 Lorem ipsum dolor sit amet**

- Note one
- Note two

Post-condition(s):

## CONSIDERATIONS

## NOTES

## UC-2 USE CASE NAME 2

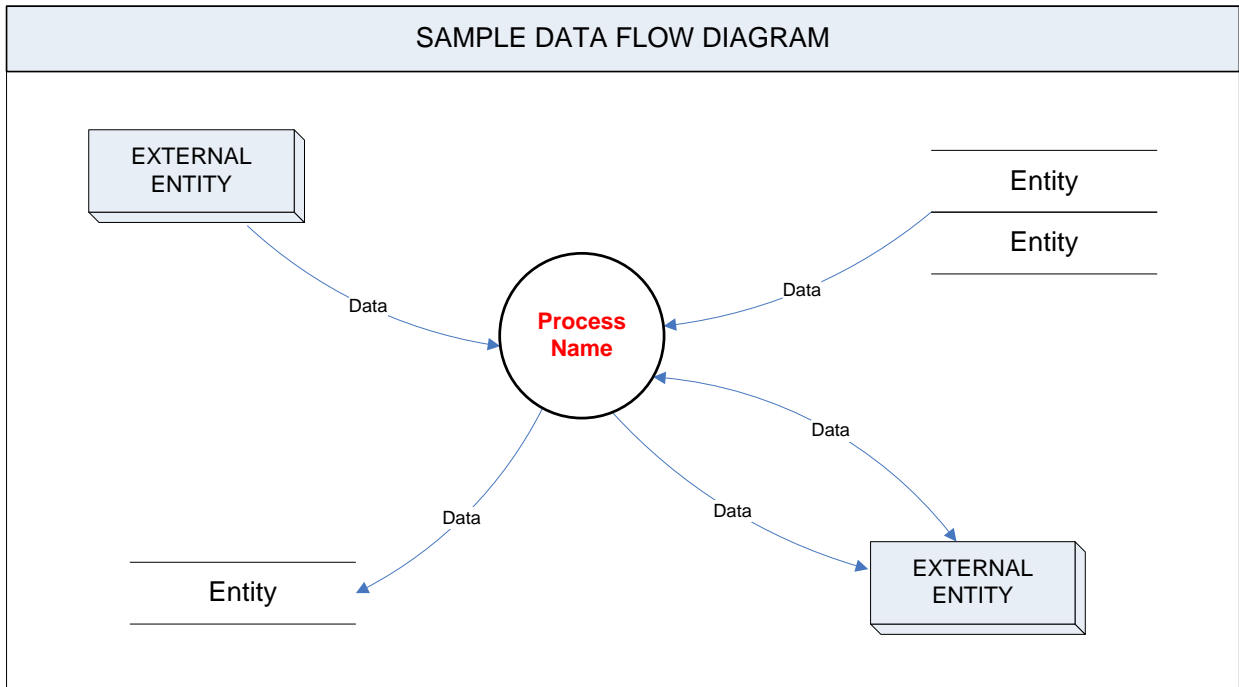


Figure 7: Data Flow Diagram - Use Case Name 2

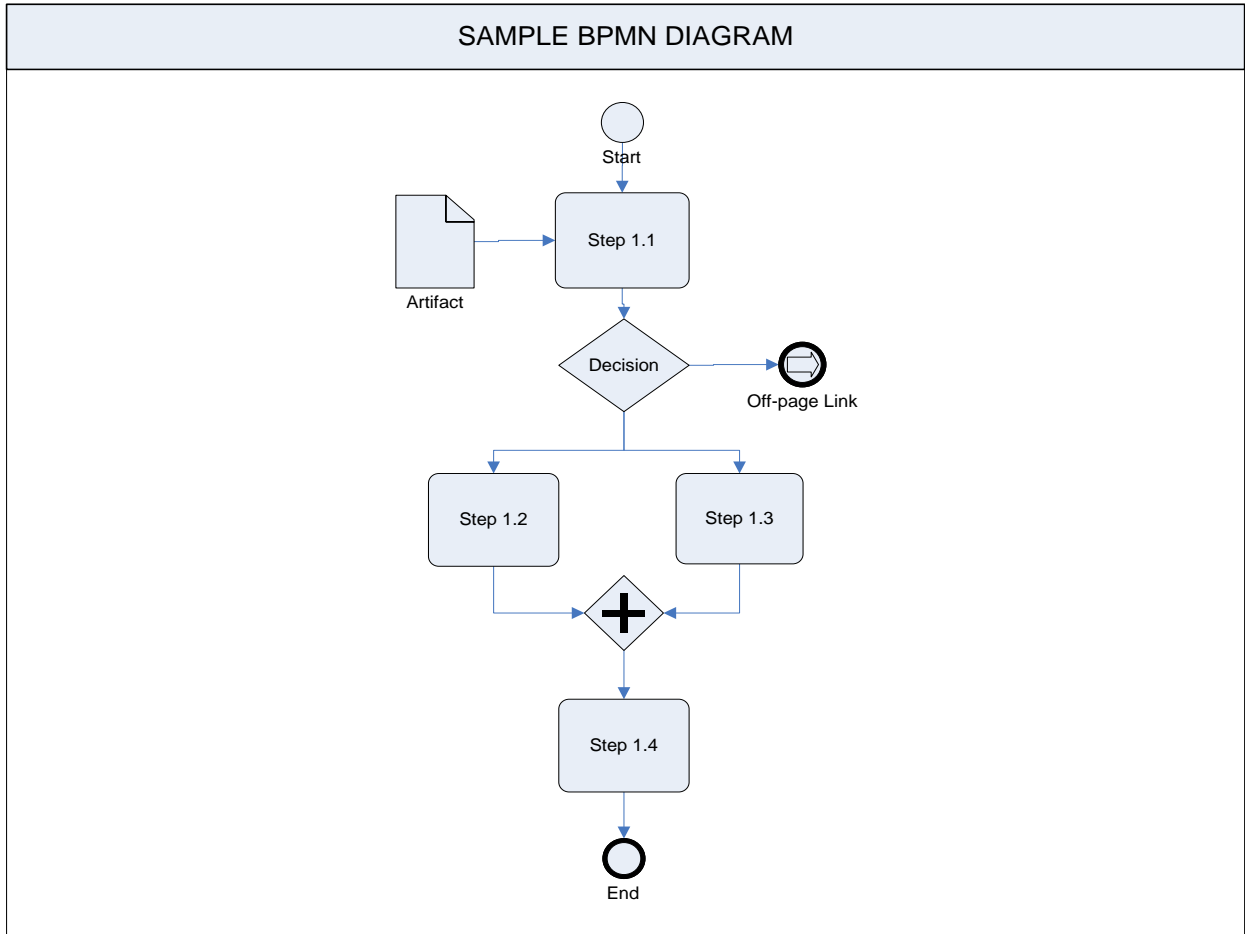


Figure 8: BPMN Diagram - Use Case Name 2

## USE CASE DESCRIPTION

### Summary Use Case Narrative

<This section should provide a brief description of the use case. This summary narrative description may be placed before or after the diagram.>

This use case describes the activity of...

### Actors

- 

### Triggering Event(s)

- 

### Pre-conditions

- 

### Outcome(s)

-

## Post-conditions

- 

## List of Use Case Variations

<This table describes an alternate way of listing the variations in this use case and how (and where) they are addressed (as scenarios/flow, business rules, sub-step detail, related use case, solution architecture, manual (out-of-scope) workflow, etc.)>

Variation	Variation Location
[Variation Name]	Primary Scenario
[Variation Name]	Alternate Scenario: [Variation Name]
[Variation Name]	[Reference ID for UC, Business Rule, etc.]

## SUMMARY OF USE CASE SCENARIOS

<This section describes the sequence of events for the primary and alternate scenarios at a summary level of detail in single line descriptions for each step.>

### Primary Scenario

- 6.
- 7.
- 8.

### Alternate Scenario A: [Name]

- 9.
- 10.

## USE CASE STEP DETAIL

### Primary Scenario

- 2.1 tbd**
- tbd

### Alternate Scenario A: [Name]

Pre-condition(s):

- 2.2 tbd**
- tbd

Post-condition(s):

## CONSIDERATIONS

## NOTES

### UC-3 USE CASE NAME 3

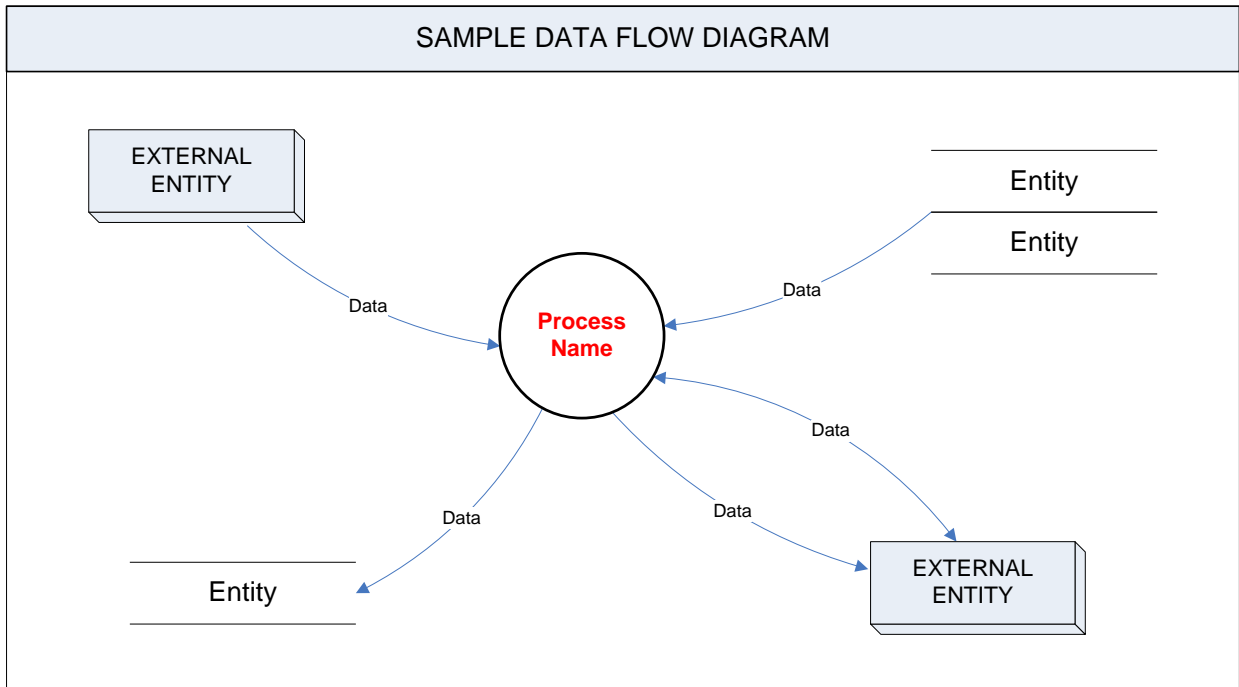


Figure 9: Data Flow Diagram - Use Case Name 3

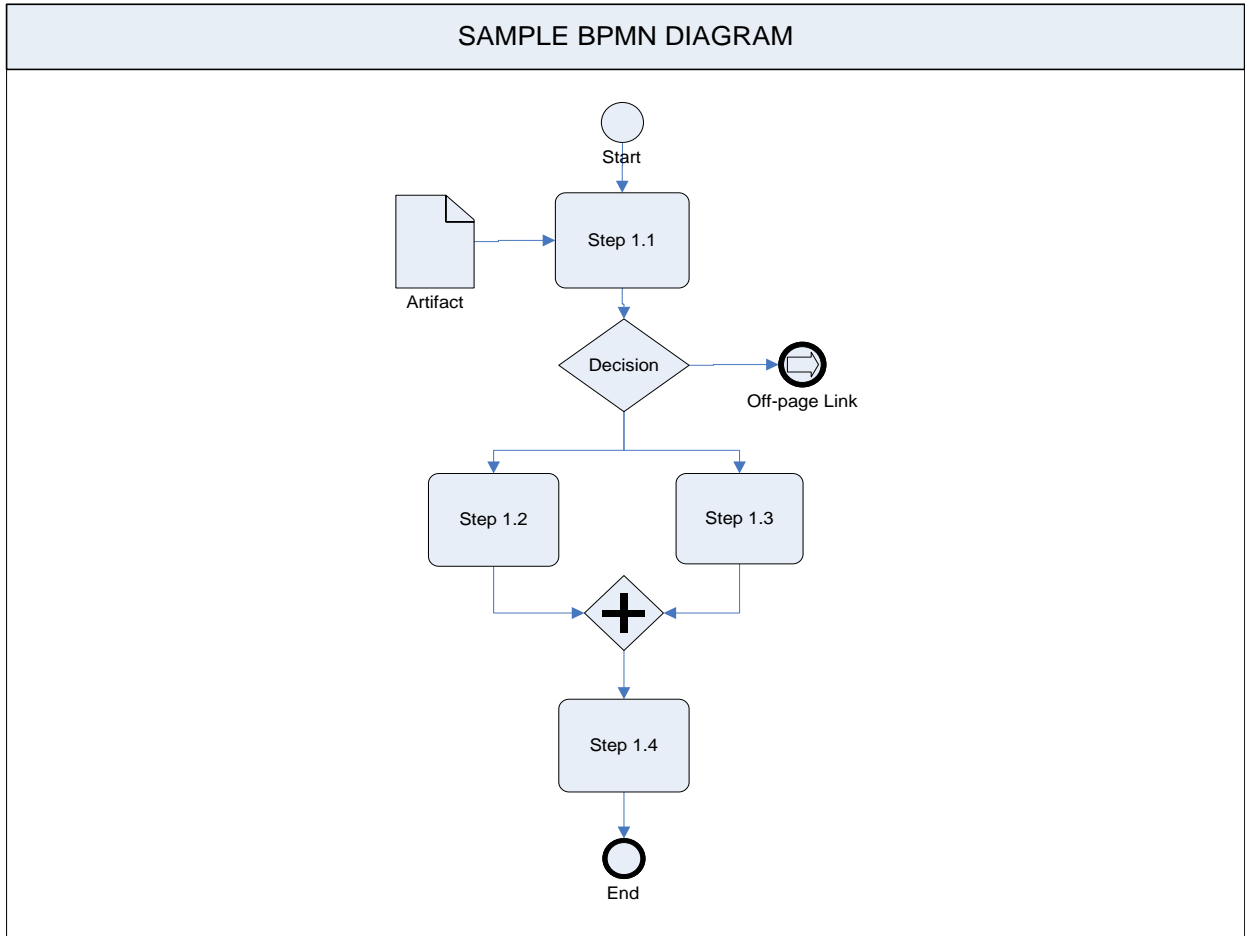


Figure 10: BPMN Diagram - Use Case Name 3

## USE CASE DESCRIPTION

### Summary Use Case Narrative

*<This section should provide a brief description of the use case. This summary narrative description may be placed before or after the diagram.>*

This use case describes the activity of...

#### Actors

- 

#### Triggering Event(s)

- 

#### Pre-conditions

- 

#### Outcome(s)

- 

## Post-conditions

- 

## List of Use Case Variations

*<This table describes an alternate way of listing the variations in this use case and how (and where) they are addressed (as scenarios/flow, business rules, sub-step detail, related use case, solution architecture, manual (out-of-scope) workflow, etc.)>*

Variation	Variation Location
[Variation Name]	Primary Scenario
[Variation Name]	Alternate Scenario: [Variation Name]
[Variation Name]	[Reference ID for UC, Business Rule, etc.]

## SUMMARY OF USE CASE SCENARIOS

*<This section describes the sequence of events for the primary and alternate scenarios at a summary level of detail in single line descriptions for each step.>*

### Primary Scenario

- 11.
- 12.
- 13.

### Alternate Scenario A: [Name]

- 14.

## USE CASE STEP DETAIL

### Primary Scenario

- 3.1 tbd**
- tbd

### Alternate Scenario A: [Name]

Pre-condition(s):

- 3.2 tbd**
- tbd

Post-condition(s):

## CONSIDERATIONS

## NOTES

### UC-4 USE CASE NAME 3

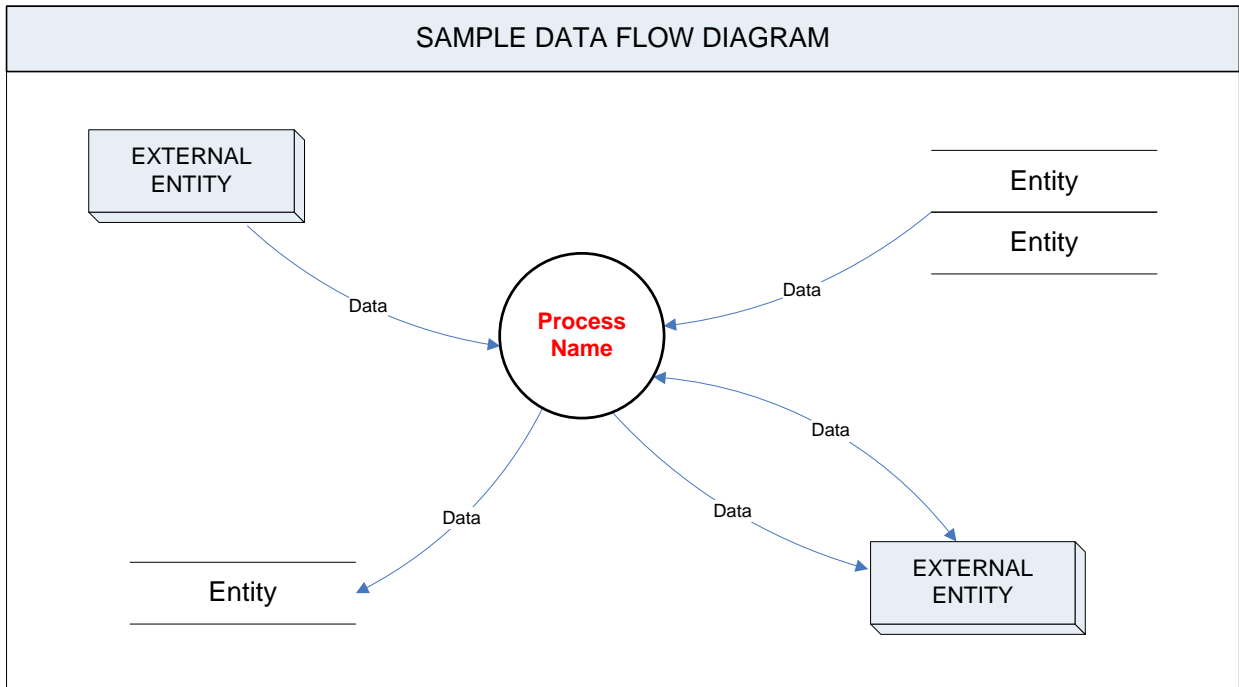


Figure 11: Data Flow Diagram - Use Case Name 3

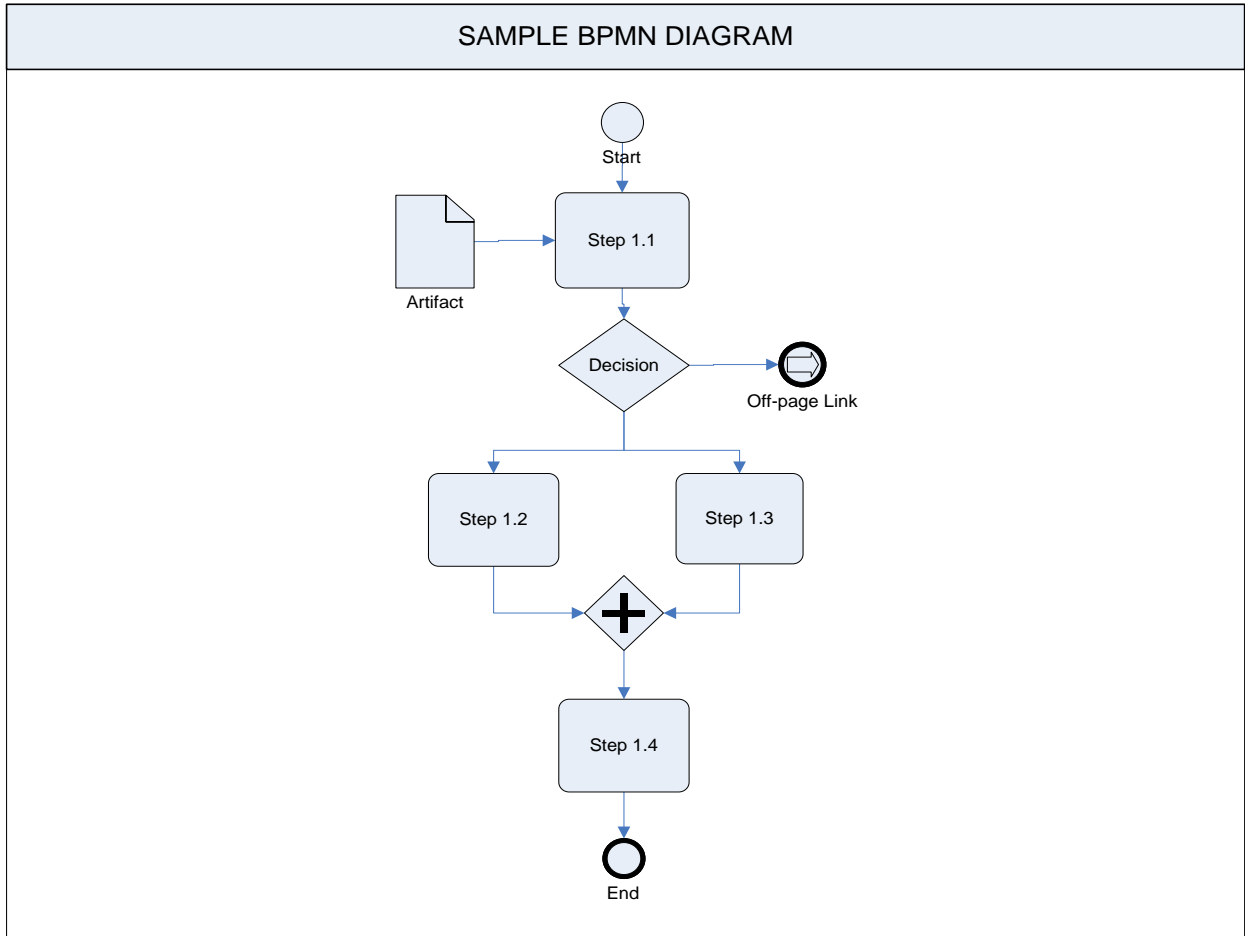


Figure 12: BPMN Diagram - Use Case Name 3

## USE CASE DESCRIPTION

### Summary Use Case Narrative

*<This section should provide a brief description of the use case. This summary narrative description may be placed before or after the diagram.>*

This use case describes the activity of...

#### Actors

- 

#### Triggering Event(s)

- 

#### Pre-conditions

- 

#### Outcome(s)

-

## Post-conditions

- 

## List of Use Case Variations

<This table describes an alternate way of listing the variations in this use case and how (and where) they are addressed (as scenarios/flow, business rules, sub-step detail, related use case, solution architecture, manual (out-of-scope) workflow, etc.)>

Variation	Variation Location
[Variation Name]	Primary Scenario
[Variation Name]	Alternate Scenario: [Variation Name]
[Variation Name]	[Reference ID for UC, Business Rule, etc.]

## SUMMARY OF USE CASE SCENARIOS

<This section describes the sequence of events for the primary and alternate scenarios at a summary level of detail in single line descriptions for each step.>

### Primary Scenario

- 15.
- 16.
- 17.

### Alternate Scenario A: [Name]

- 18.

## USE CASE STEP DETAIL

### Primary Scenario

- 4.1 tbd**
- tbd

### Alternate Scenario A: [Name]

Pre-condition(s):

- 4.2 tbd**
- tbd

Post-condition(s):

## CONSIDERATIONS

## NOTES

## UC-5 USE CASE NAME 5

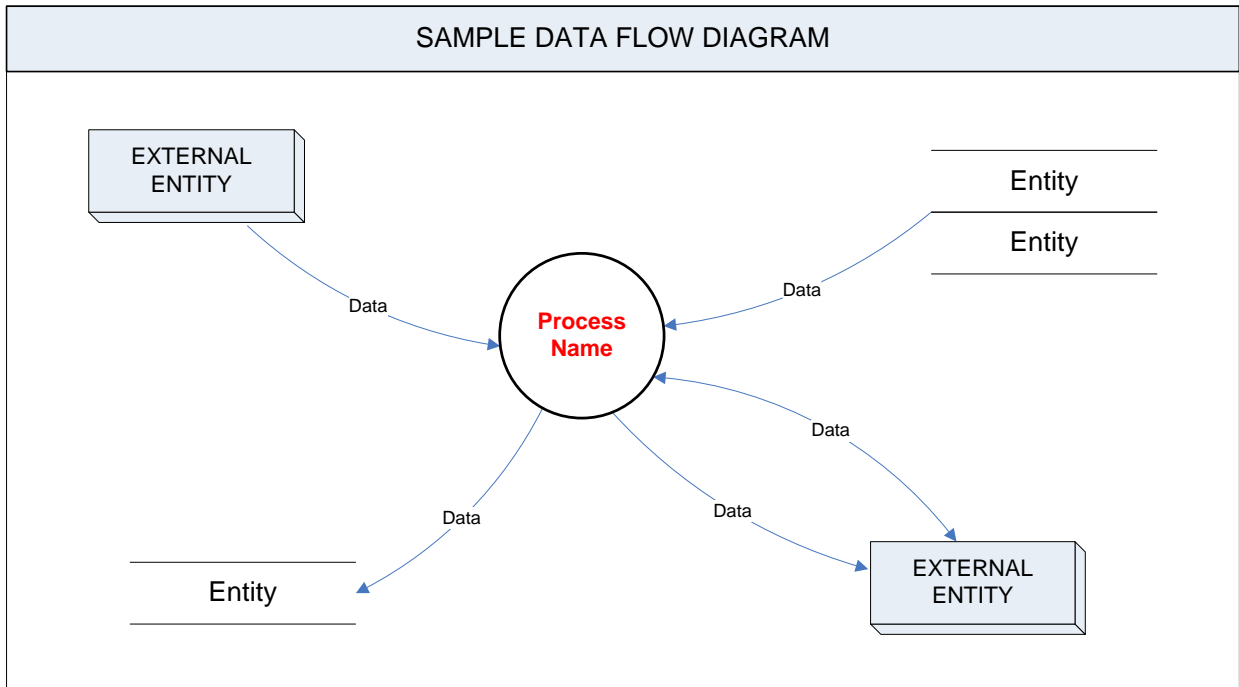


Figure 13: Data Flow Diagram - Use Case Name 5

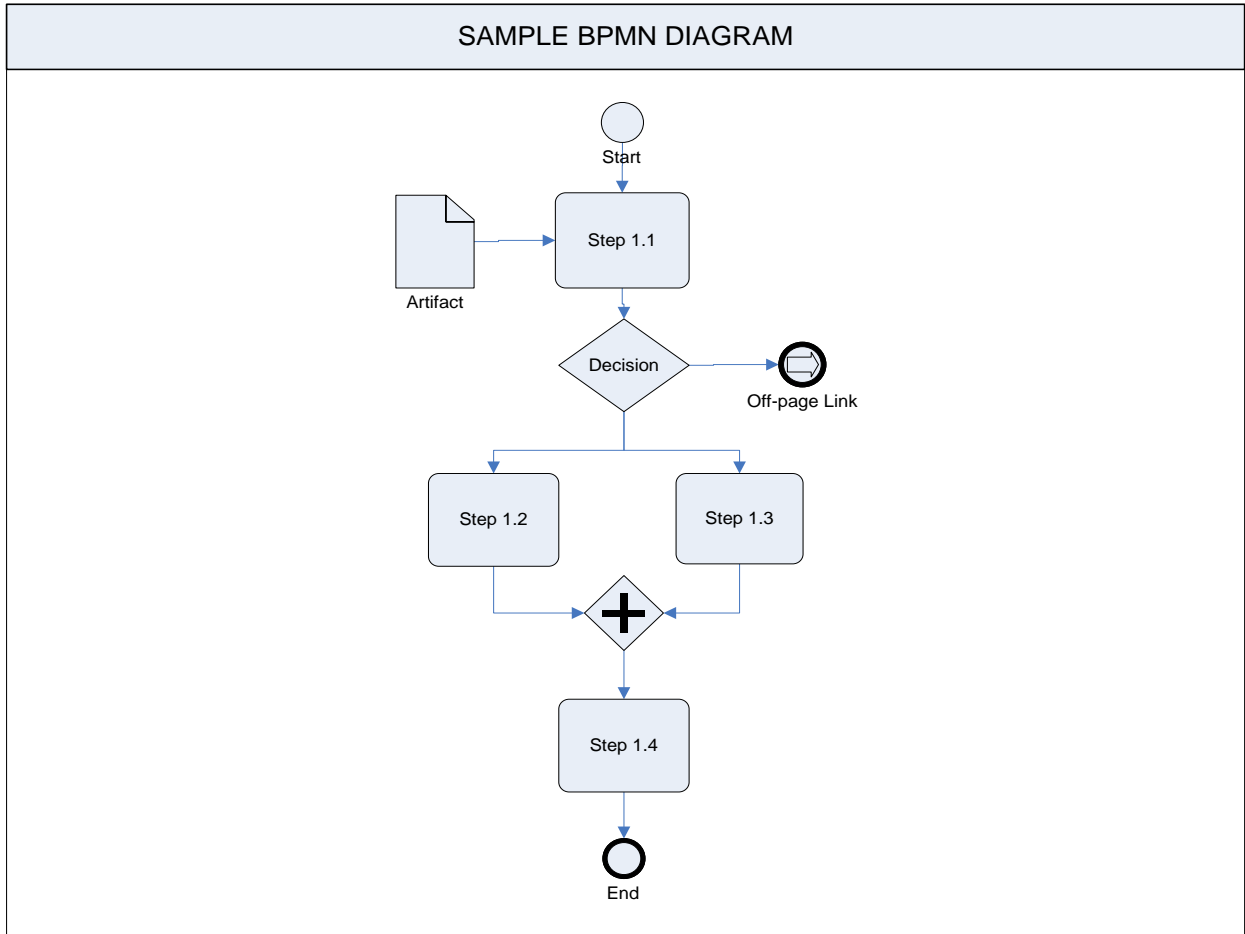


Figure 14: BPMN Diagram - Use Case Name 5

## USE CASE DESCRIPTION

### Summary Use Case Narrative

*<This section should provide a brief description of the use case. This summary narrative description may be placed before or after the diagram.>*

This use case describes the activity of...

### Actors

- 

### Triggering Event(s)

- 

### Pre-conditions

- 

### Outcome(s)

- 

## Post-conditions

- 

## List of Use Case Variations

*<This table describes an alternate way of listing the variations in this use case and how (and where) they are addressed (as scenarios/flow, business rules, sub-step detail, related use case, solution architecture, manual (out-of-scope) workflow, etc.)>*

Variation	Variation Location
[Variation Name]	Primary Scenario
[Variation Name]	Alternate Scenario: [Variation Name]
[Variation Name]	[Reference ID for UC, Business Rule, etc.]

## SUMMARY OF USE CASE SCENARIOS

*<This section describes the sequence of events for the primary and alternate scenarios at a summary level of detail in single line descriptions for each step.>*

### Primary Scenario

- 19.
- 20.
- 21.

### Alternate Scenario A: [Name]

- 22.

## USE CASE STEP DETAIL

### Primary Scenario

- 5.1 tbd**
- tbd

### Alternate Scenario A: [Name]

Pre-condition(s):

- 5.2 tbd**
- tbd

Post-condition(s):

## CONSIDERATIONS

## NOTES

### UC-6 USE CASE NAME 3

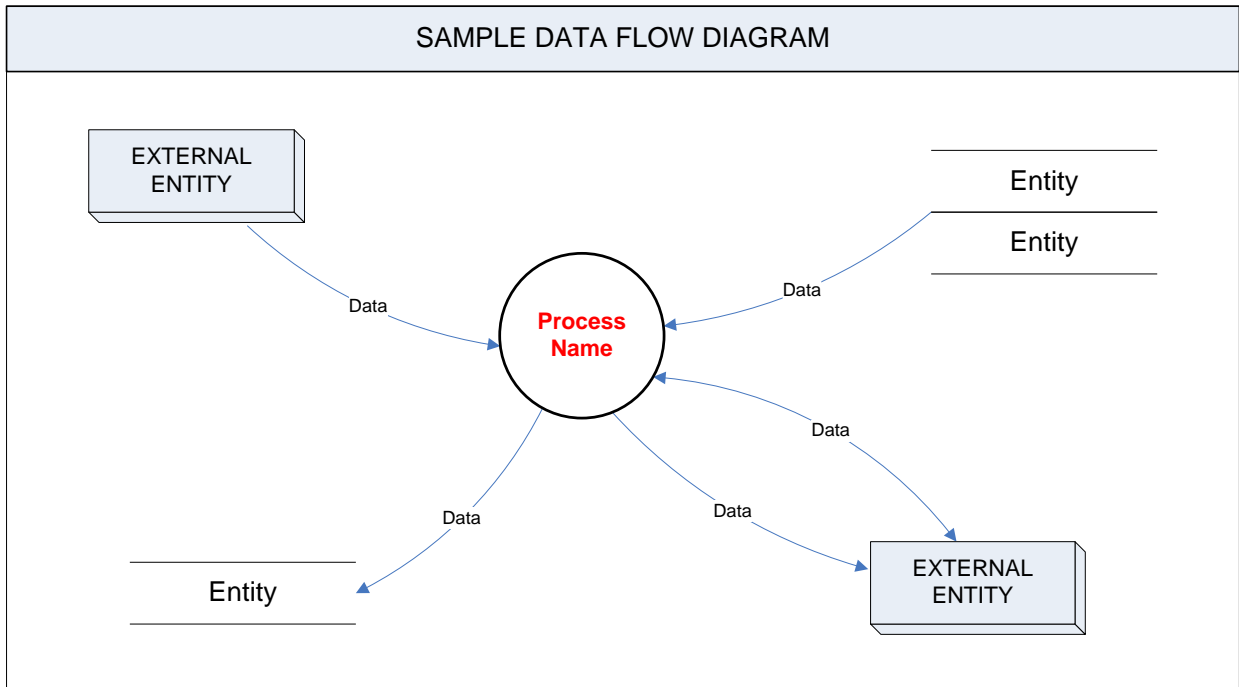


Figure 15: Data Flow Diagram - Use Case Name 3

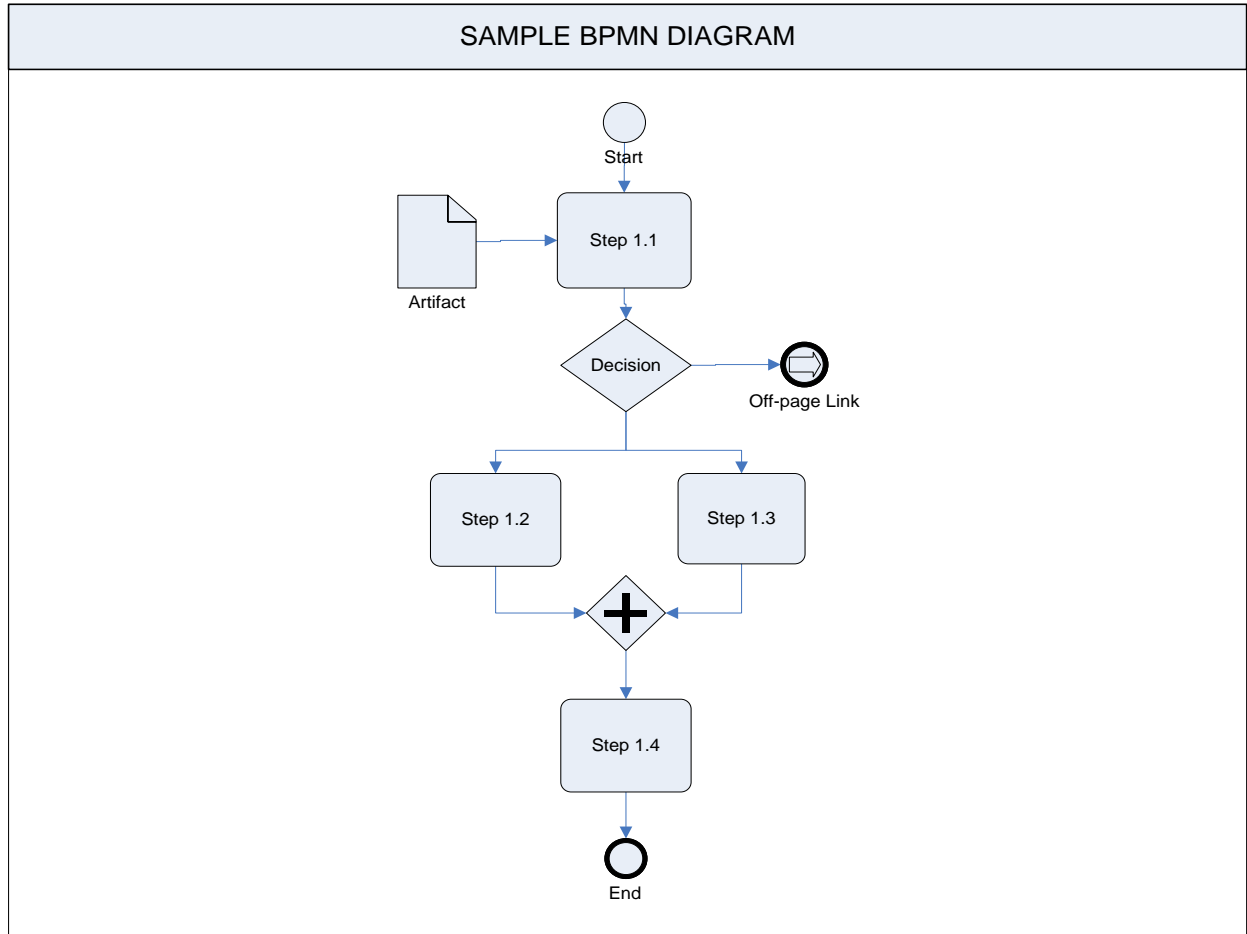


Figure 16: BPMN Diagram - Use Case Name 3

## USE CASE DESCRIPTION

### Summary Use Case Narrative

*<This section should provide a brief description of the use case. This summary narrative description may be placed before or after the diagram.>*

This use case describes the activity of...

### Actors

- 

### Triggering Event(s)

- 

### Pre-conditions

- 

### Outcome(s)

-

## Post-conditions

- 

## List of Use Case Variations

<This table describes an alternate way of listing the variations in this use case and how (and where) they are addressed (as scenarios/flow, business rules, sub-step detail, related use case, solution architecture, manual (out-of-scope) workflow, etc.)>

Variation	Variation Location
[Variation Name]	Primary Scenario
[Variation Name]	Alternate Scenario: [Variation Name]
[Variation Name]	[Reference ID for UC, Business Rule, etc.]

## SUMMARY OF USE CASE SCENARIOS

<This section describes the sequence of events for the primary and alternate scenarios at a summary level of detail in single line descriptions for each step.>

### Primary Scenario

- 23.
- 24.
- 25.

### Alternate Scenario A: [Name]

- 26.

## USE CASE STEP DETAIL

### Primary Scenario

- 6.1 tbd**
- tbd

### Alternate Scenario A: [Name]

Pre-condition(s):

- 6.2 tbd**
- tbd

Post-condition(s):

## CONSIDERATIONS

## NOTES

### UC-7 USE CASE NAME 3

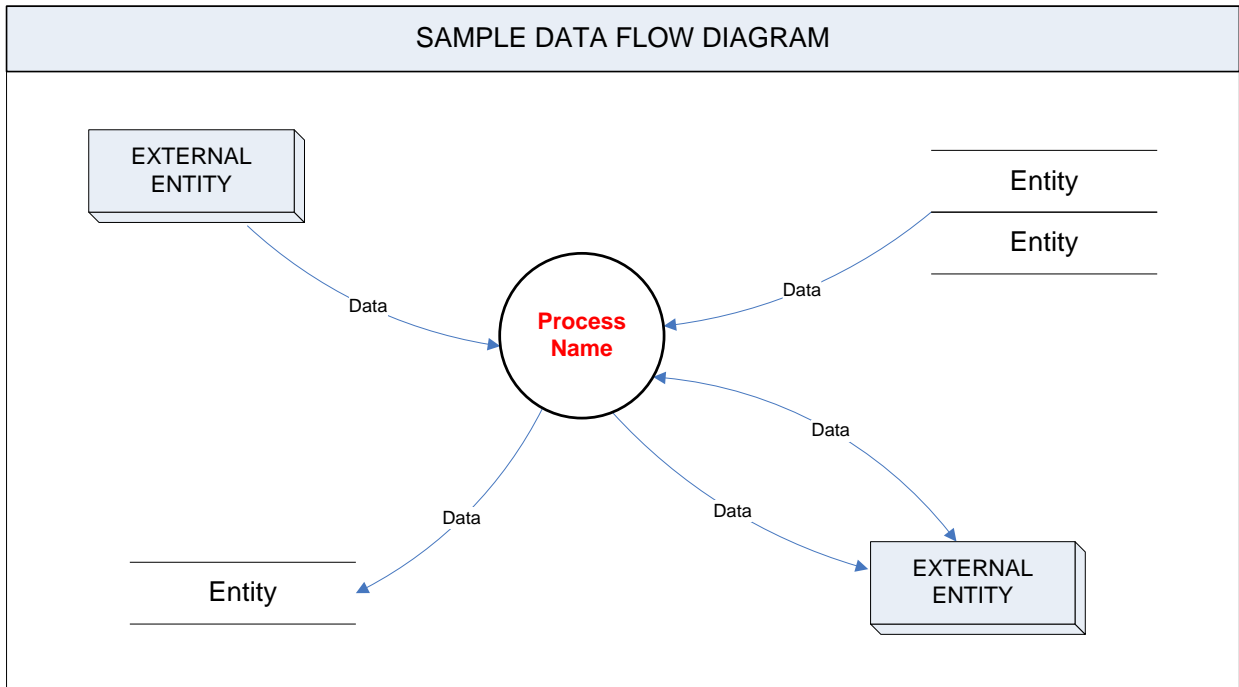


Figure 17: Data Flow Diagram - Use Case Name 3

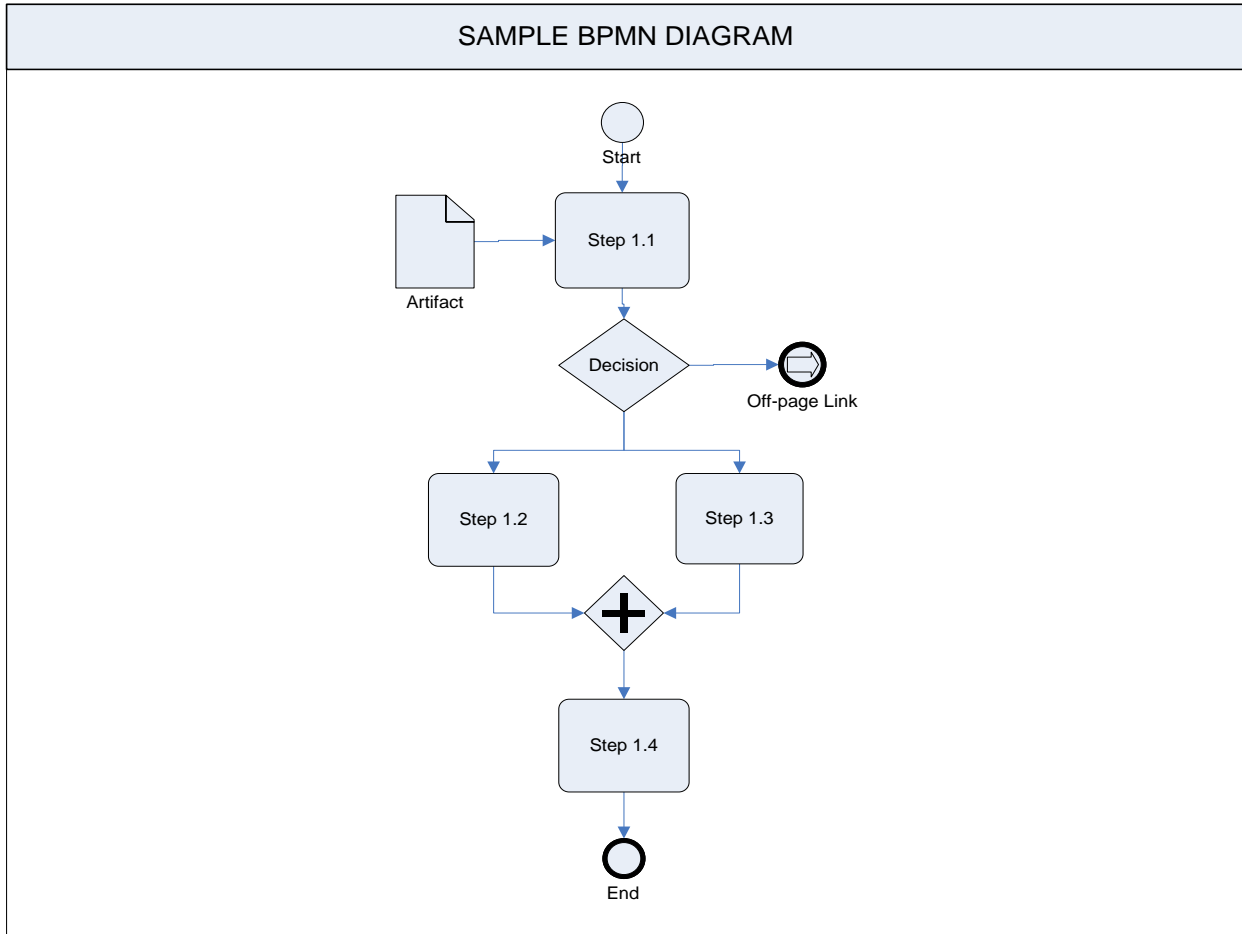


Figure 18: BPMN Diagram - Use Case Name 3

## USE CASE DESCRIPTION

### Summary Use Case Narrative

*<This section should provide a brief description of the use case. This summary narrative description may be placed before or after the diagram.>*

This use case describes the activity of...

#### Actors

- 

#### Triggering Event(s)

- 

#### Pre-conditions

- 

#### Outcome(s)

- 

## Post-conditions

- 

## List of Use Case Variations

<This table describes an alternate way of listing the variations in this use case and how (and where) they are addressed (as scenarios/flow, business rules, sub-step detail, related use case, solution architecture, manual (out-of-scope) workflow, etc.)>

Variation	Variation Location
[Variation Name]	Primary Scenario
[Variation Name]	Alternate Scenario: [Variation Name]
[Variation Name]	[Reference ID for UC, Business Rule, etc.]

## SUMMARY OF USE CASE SCENARIOS

<This section describes the sequence of events for the primary and alternate scenarios at a summary level of detail in single line descriptions for each step.>

### Primary Scenario

- 27.
- 28.
- 29.

### Alternate Scenario A: [Name]

- 30.

## USE CASE STEP DETAIL

### Primary Scenario

- 7.1 tbd**
- tbd

### Alternate Scenario A: [Name]

Pre-condition(s):

- 7.2 tbd**
- tbd

Post-condition(s):

## CONSIDERATIONS

## NOTES

### UC-8 USE CASE NAME 3

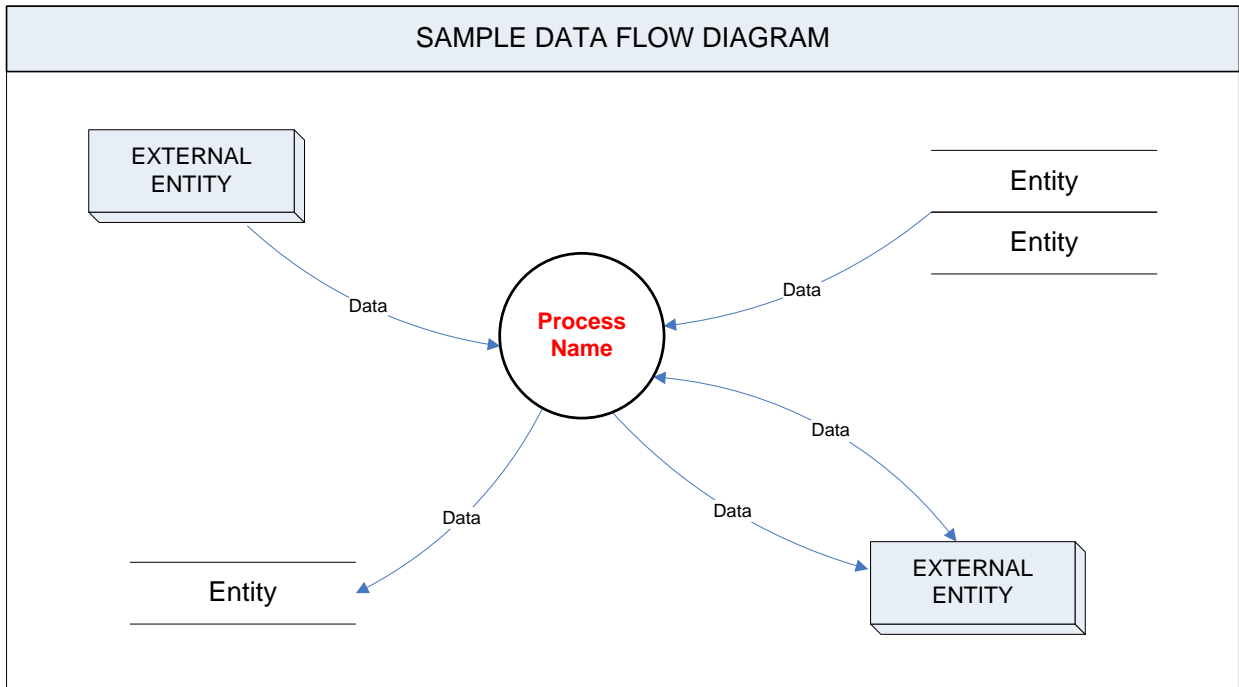


Figure 19: Data Flow Diagram - Use Case Name 3

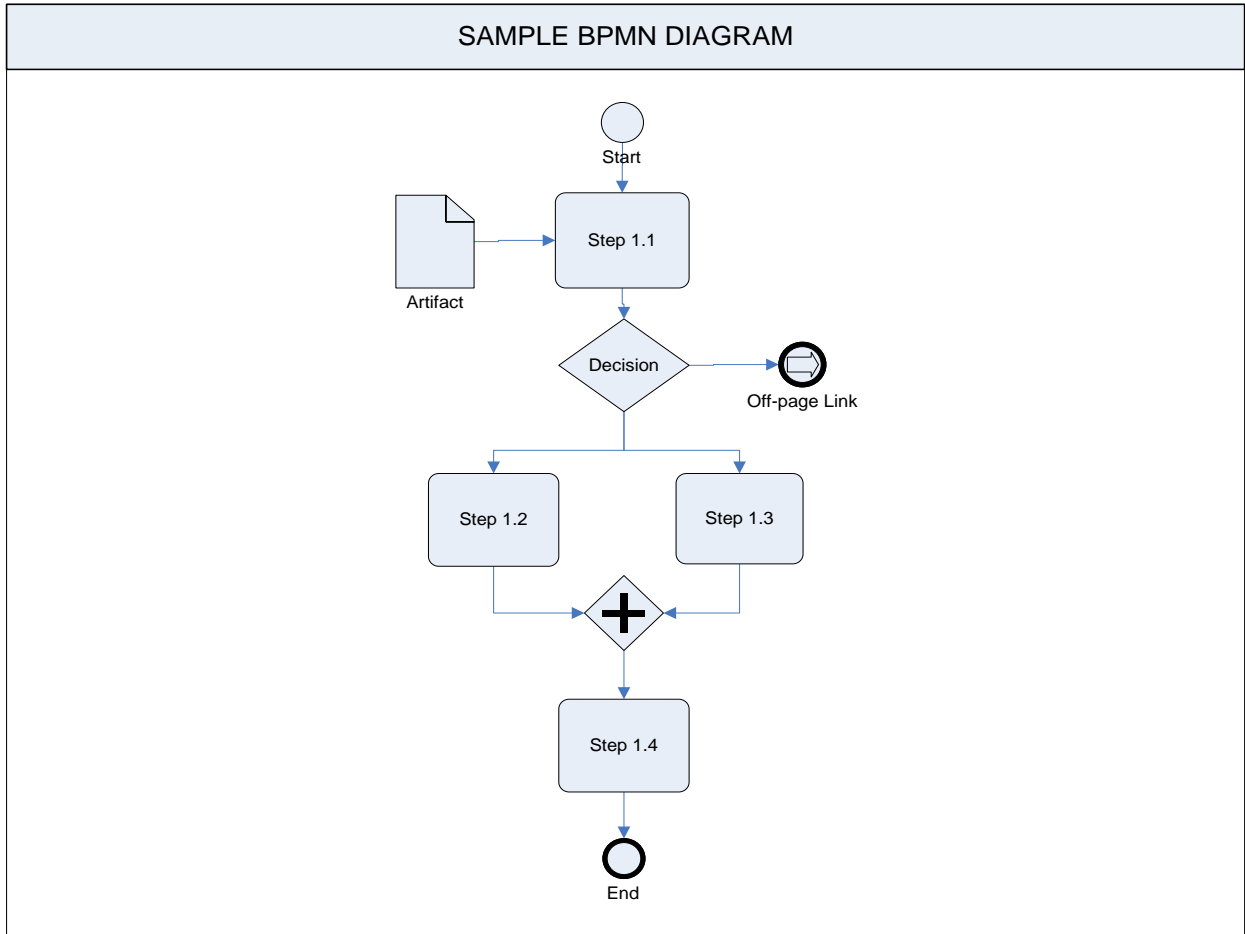


Figure 20: BPMN Diagram - Use Case Name 3

## USE CASE DESCRIPTION

### Summary Use Case Narrative

*<This section should provide a brief description of the use case. This summary narrative description may be placed before or after the diagram.>*

This use case describes the activity of...

### Actors

- 

### Triggering Event(s)

- 

### Pre-conditions

- 

### Outcome(s)

-

## Post-conditions

- 

## List of Use Case Variations

<This table describes an alternate way of listing the variations in this use case and how (and where) they are addressed (as scenarios/flow, business rules, sub-step detail, related use case, solution architecture, manual (out-of-scope) workflow, etc.)>

Variation	Variation Location
[Variation Name]	Primary Scenario
[Variation Name]	Alternate Scenario: [Variation Name]
[Variation Name]	[Reference ID for UC, Business Rule, etc.]

## SUMMARY OF USE CASE SCENARIOS

<This section describes the sequence of events for the primary and alternate scenarios at a summary level of detail in single line descriptions for each step.>

### Primary Scenario

- 31.
- 32.
- 33.

### Alternate Scenario A: [Name]

- 34.

## USE CASE STEP DETAIL

### Primary Scenario

- 8.1 tbd**
- tbd

### Alternate Scenario A: [Name]

Pre-condition(s):

- 8.2 tbd**
- tbd

Post-condition(s):

## CONSIDERATIONS

## NOTES

### UC-9 USE CASE NAME 3

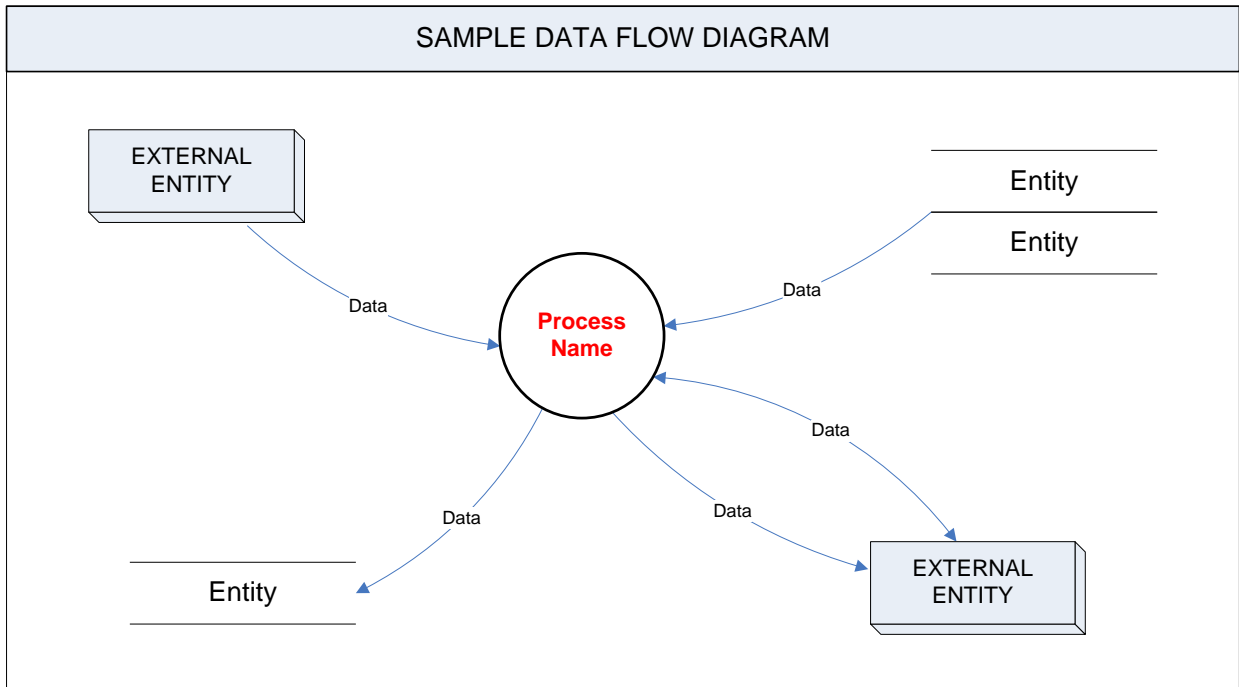


Figure 21: Data Flow Diagram - Use Case Name 3

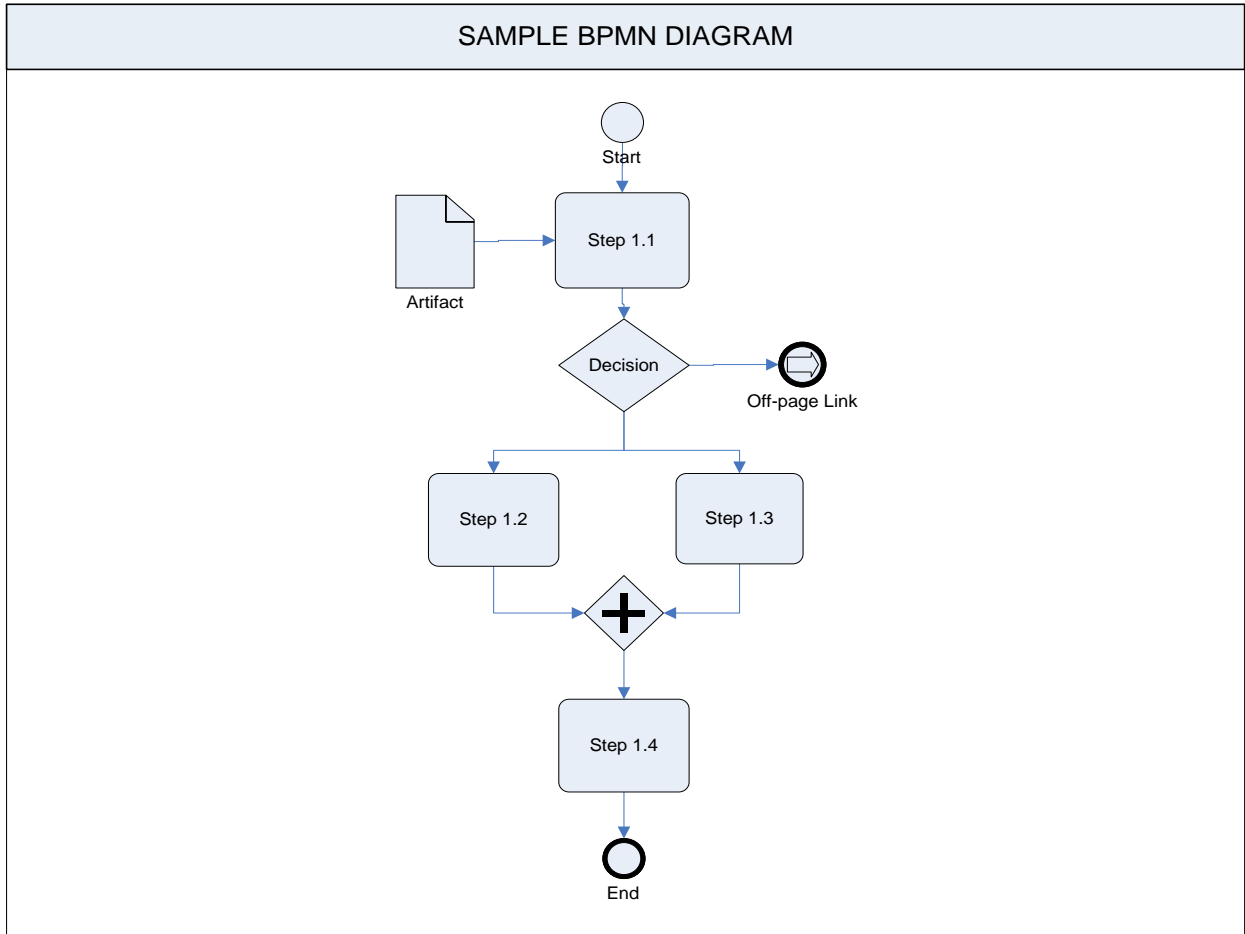


Figure 22: BPMN Diagram - Use Case Name 3

## USE CASE DESCRIPTION

### Summary Use Case Narrative

*<This section should provide a brief description of the use case. This summary narrative description may be placed before or after the diagram.>*

This use case describes the activity of...

#### Actors

- 

#### Triggering Event(s)

- 

#### Pre-conditions

- 

#### Outcome(s)

- 

## Post-conditions

- 

## List of Use Case Variations

*<This table describes an alternate way of listing the variations in this use case and how (and where) they are addressed (as scenarios/flow, business rules, sub-step detail, related use case, solution architecture, manual (out-of-scope) workflow, etc.)>*

Variation	Variation Location
[Variation Name]	Primary Scenario
[Variation Name]	Alternate Scenario: [Variation Name]
[Variation Name]	[Reference ID for UC, Business Rule, etc.]

## SUMMARY OF USE CASE SCENARIOS

*<This section describes the sequence of events for the primary and alternate scenarios at a summary level of detail in single line descriptions for each step.>*

### Primary Scenario

- 35.
- 36.
- 37.

### Alternate Scenario A: [Name]

- 38.

## USE CASE STEP DETAIL

### Primary Scenario

- 9.1 tbd**
- tbd

### Alternate Scenario A: [Name]

Pre-condition(s):

- 9.2 tbd**
- tbd

Post-condition(s):

## CONSIDERATIONS

## NOTES

### UC-10 USE CASE NAME 3

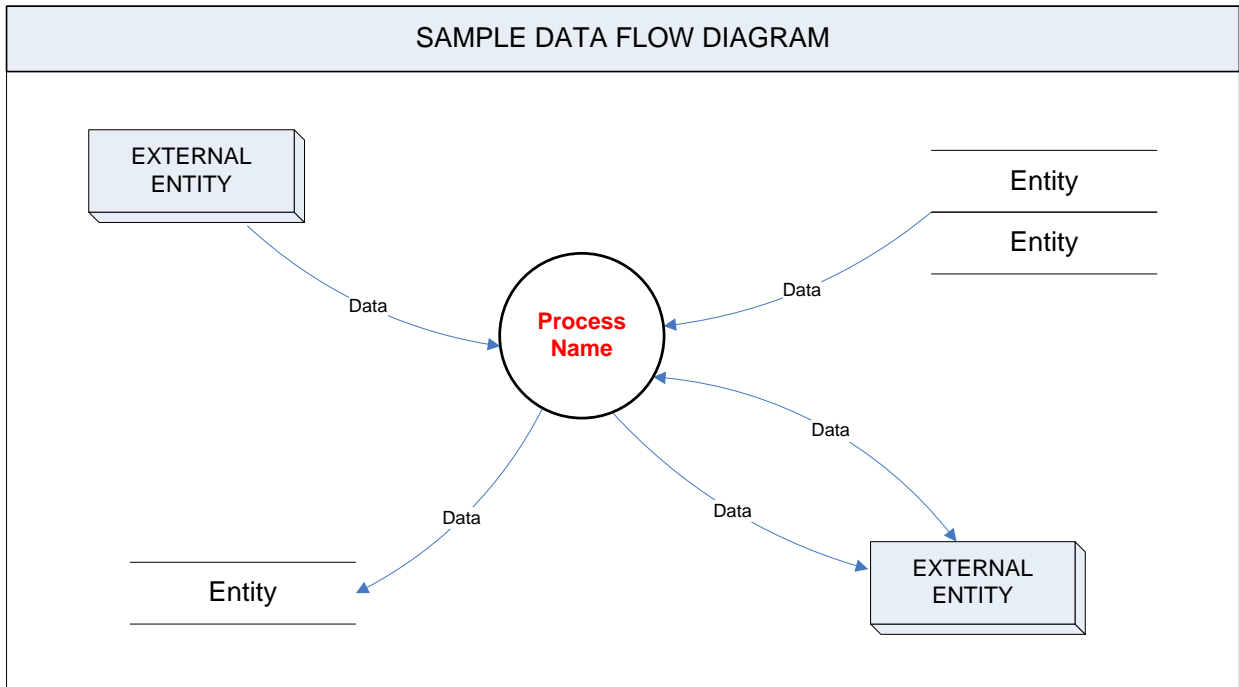


Figure 23: Data Flow Diagram - Use Case Name 3

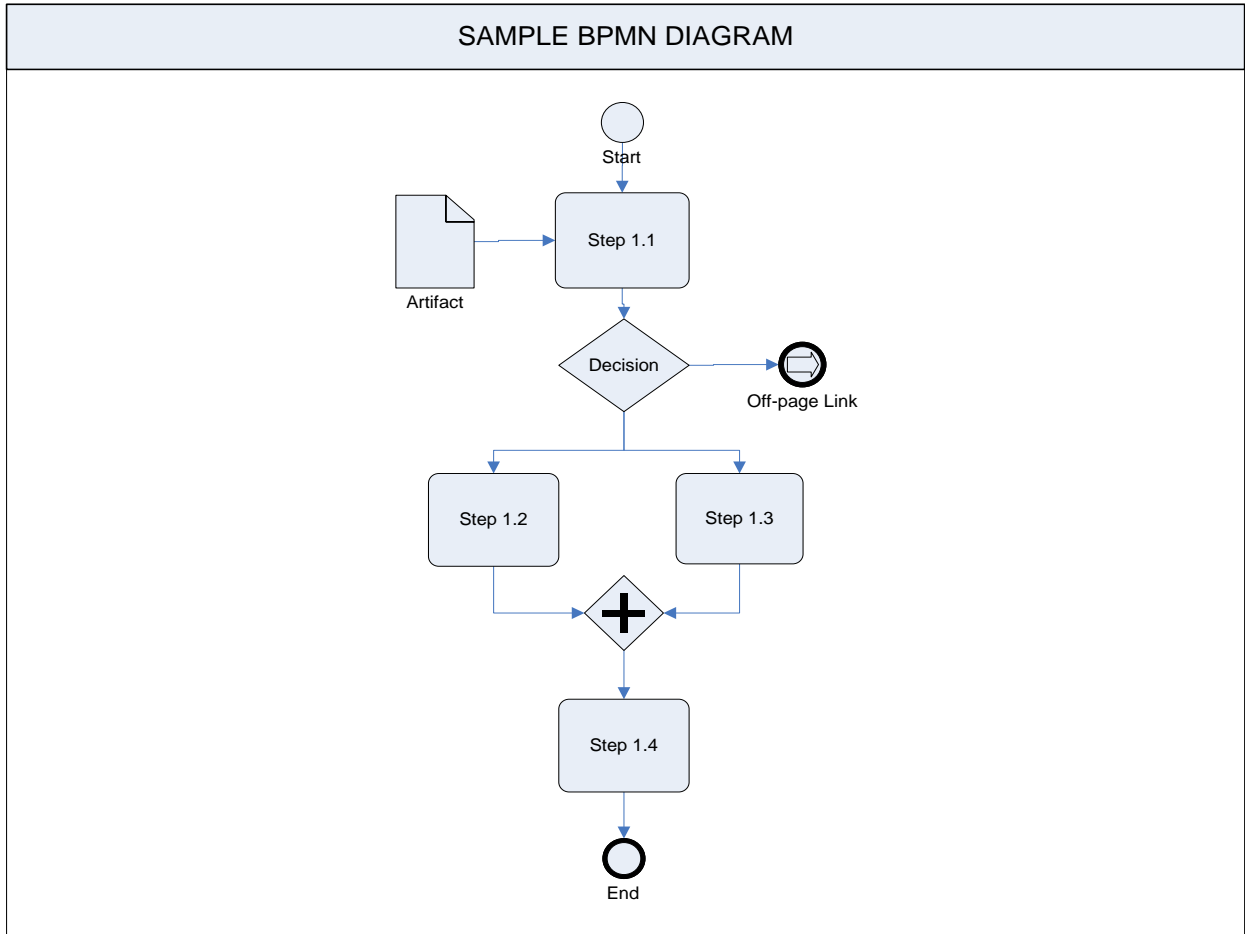


Figure 24: BPMN Diagram - Use Case Name 3

## USE CASE DESCRIPTION

### Summary Use Case Narrative

<This section should provide a brief description of the use case. This summary narrative description may be placed before or after the diagram.>

This use case describes the activity of...

#### Actors

- 

#### Triggering Event(s)

- 

#### Pre-conditions

- 

#### Outcome(s)

-

## Post-conditions

- 

## List of Use Case Variations

<This table describes an alternate way of listing the variations in this use case and how (and where) they are addressed (as scenarios/flow, business rules, sub-step detail, related use case, solution architecture, manual (out-of-scope) workflow, etc.)>

Variation	Variation Location
[Variation Name]	Primary Scenario
[Variation Name]	Alternate Scenario: [Variation Name]
[Variation Name]	[Reference ID for UC, Business Rule, etc.]

## SUMMARY OF USE CASE SCENARIOS

<This section describes the sequence of events for the primary and alternate scenarios at a summary level of detail in single line descriptions for each step.>

### Primary Scenario

- 39.
- 40.
- 41.

### Alternate Scenario A: [Name]

- 42.

## USE CASE STEP DETAIL

### Primary Scenario

- 10.1 Use Case Step Heading Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming id quod mazim placerat facer possim**
  - BRD Bullet 1
  - Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming id quod mazim placerat facer possim
- 10.2 Use Case Step Heading Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming id quod mazim placerat facer possim**
- 10.3 Use Case Step Heading Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming id quod mazim placerat facer possim**
- 10.4 Use Case Step Heading Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming id quod mazim placerat facer possim**
- 10.5 Use Case Step Heading Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming id quod mazim placerat facer possim**
- 10.6 Use Case Step Heading Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming id quod mazim placerat facer possim**
- 10.7 Use Case Step Heading Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming id quod mazim placerat facer possim**

**10.8 Use Case Step Heading Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming id quod mazim placerat facer possim**

**10.9 Use Case Step Heading Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming id quod mazim placerat facer possim**

**10.10 Use Case Step Heading Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming id quod mazim placerat facer possim**

- Use Case Step Heading Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming id quod mazim placerat facer possim

10.10.1 Use Case Step Heading 2 Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming id quod mazim placerat facer possim

- BRD Bullet 2
- Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat

10.10.1.1 Use Case Step Heading 3 Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming id quod mazim placerat facer possim

- BRD Bullet 3
- Ut wisi enim ad minim veniam, quis nostrud exerci tation ullamcorper suscipit lobortis nisl ut aliquip ex ea commodo consequat

10.10.1.1.1 Use Case Step Heading 4 Liber tempor cum soluta nobis eleifend option congue nihil imperdiet doming

- BRD Bullet 4
- Duis autem vel eum iriure dolor in hendrerit in vulputate velit esse molestie consequat, vel illum dolore eu feugiat

10.10.1.1.1.1 Use Case Step Heading 5 Liber tempor cum soluta nobis eleifend option congue nihil adt that is that

- BRD Bullet 5
- Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet

### Alternate Scenario A: [Name]

Pre-condition(s):

**10.11 tbd**

- tbd

Post-condition(s):

## CONSIDERATIONS

## NOTES

## Data Definition

### Entity Relationship Diagram

The following diagram shows a conceptual view of the business data entities and their relationships to each other.

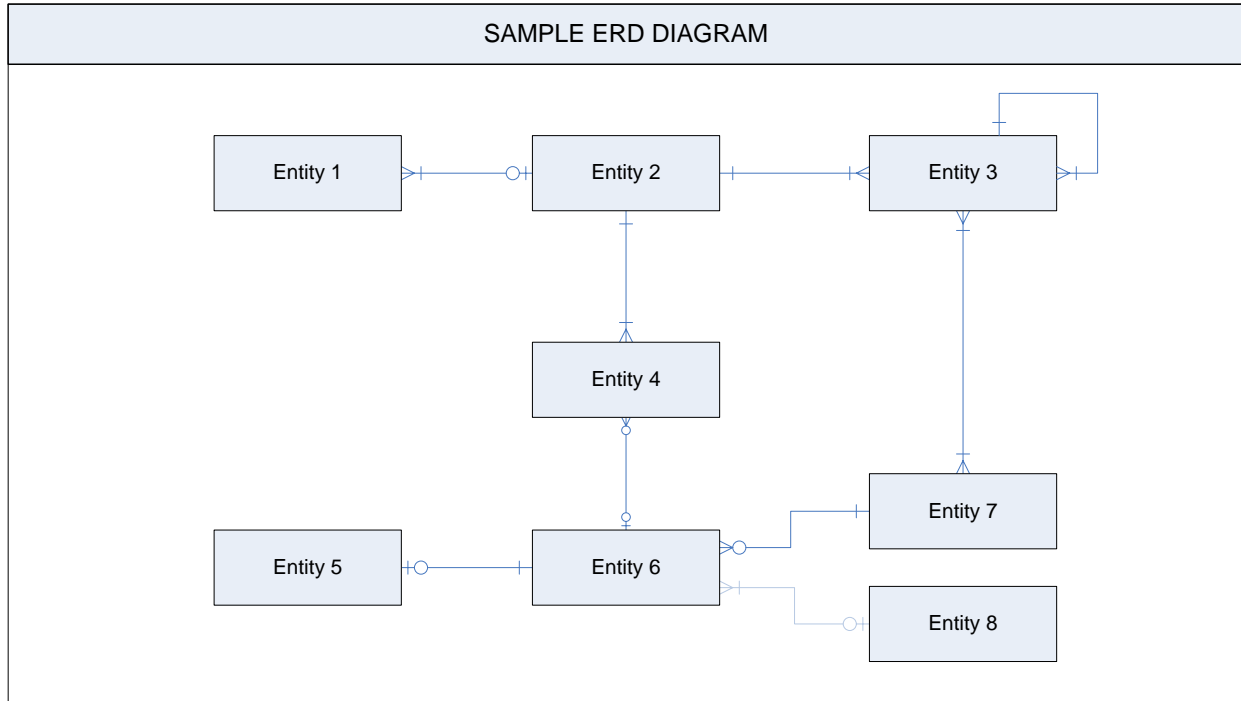


Figure 25: Entity Relationship Diagram

### WORKING NOTES

<A temporary subsection for notes and documentation to be later reorganized prior to publication>

## ENTITY-NAME A

### DEFINITION

*<Describe what the business means by [entity name].>*

### DATA

The system shall provide for the following data elements and business rules:

Data Element	Description	O/M <sup>5</sup>	1/N <sup>6</sup>	Rules
[Element Name]-ID	Unique identifier for [Element Name]			

### WORKING NOTES

*<A temporary subsection for notes and documentation to be later reorganized prior to publication>*

<sup>5</sup> Note: O = Optional, M = Mandatory

<sup>6</sup> Note: 1 = Limited to single value per Entity, N = Multi-valued per Entity

## ENTITY-NAME B

### DEFINITION

*<Describe what the business means by [entity name].>*

### DATA

The system shall provide for the following data elements and business rules:

Data Element	Description	O/M <sup>7</sup>	1/N <sup>8</sup>	Rules
[Element Name]-ID	Unique identifier for [Element Name]			

### WORKING NOTES

*<A temporary subsection for notes and documentation to be later reorganized prior to publication>*

---

<sup>7</sup> Note: O = Optional, M = Mandatory

<sup>8</sup> Note: 1 = Limited to single value per Entity, N = Multi-valued per Entity

## ENTITY-NAME C

### DEFINITION

*<Describe what the business means by [entity name].>*

### DATA

The system shall provide for the following data elements and business rules:

Data Element	Description	O/M <sup>9</sup>	1/N <sup>10</sup>	Rules
[Element Name]-ID	Unique identifier for [Element Name]			

### WORKING NOTES

*<A temporary subsection for notes and documentation to be later reorganized prior to publication>*

<sup>9</sup> Note: O = Optional, M = Mandatory

<sup>10</sup> Note: 1 = Limited to single value per Entity, N = Multi-valued per Entity

## Appendices

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*Appendix A - Glossary of Terms, Acronyms, and Abbreviations*

Term	Definition

Acronym/ Abbreviation	Expanded Term

*Appendix B - Notes*

*Appendix C - Entity/Use Case Table*

Activity \ Entity	Entity-Name A	Entity-Name B	Entity-Name C														
Use Case Name 1	CRU	RU															
Use Case Name 2		CR															
Use Case Name 3	D		RU														

### *Appendix D - Supporting Documents*

*<This section should contain the titles, descriptions and filenames of all reference or supporting documents.>*