

Requirements Identification and Analysis Instructor Notes

Duration

Formal content/course presentation duration - **2 hours**

Introduction

The objectives of the ICT Selection training programme are to provide businesses with information, knowledge, tools and techniques, which will enable them to identify their ICT objectives and requirements (on an ongoing basis) and to undertake the steps concerned in order to fulfil these, from an informed position.

For further information about the programme, please refer to the **ICT Selection Training Programme Series Introduction** (a document for course attendees) - *document Reference: ICTS d2020 Introduction*.

This training programme is designed as an overview, and should be informative without being content-heavy. It is also scenario-based so that participants can apply the concepts covered to an example that they can relate to.

Scenario

The scenario for this module is **e-Commerce**.

Delivery

The course is designed for self-study or for instructor led-presentation.

Course instructors should familiarise themselves with the course notes, *document Reference: ICTS d2020 RIA Course Notes*, before presenting the PowerPoint relating to the module, as the course notes expand on the bullet points concerned.

It is suggested that, in order to-add flavour and to keep within the time constraint for this module, course instructors provide attendees with a copy of the PowerPoint slides when delivering the course, and then hand out the **corresponding course notes at the end of the session**. The course notes include full narrative, associated URLs, additional exercises and self-assessment materials.

Instructors should print a copy of the PowerPoint slides in **notes-format**, for their own presentation support purposes. Additional instructor information is incorporated in the **notes section** on relevant slides. This includes (optional) suggested attendee-interaction exercises.

Attendee interaction

Instructors may decide to assess the experience level of the attendees, in order to evaluate which of the interaction exercises would be beneficial to the particular group concerned. A quick test is available with each module, for this purpose.

Instructors will also need to establish whether they have enough time to incorporate the interaction exercises, during their presentation. Most of the tasks are also replicated in the course notes, providing attendees with the opportunity to complete them after the presentation, as an alternative.

Attendees may wish to undertake all of the exercises/tasks in the course notes, in their own time, as a method of self-assessment, whether they are addressed during the presentation or not. Instructors should make attendees aware of this opportunity.

Objectives

Presenters should focus on the learning outcomes below and ensure that these are met.

By the end of this module, attendees should be able to:

- Evaluate the feasibility of a proposal for an ICT project.
- Scope the requirements of an ICT project/initiative.
- Consider requirements from a user perspective.
- Consider requirements from an operational perspective.
- Consider requirements from a data perspective.

Facilities/Resources required

Instructor

- PowerPoint projection onto a white wall/whiteboard
- Excel
- Flip chart/whiteboard and marker pens
- Internet access

Participants (each)

- **Before the presentation:** A copy of the PowerPoint slides. *Document Reference: ICTS d2020 RIA PowerPoint.* Suggested format = handouts, 2 slides per page
- **Before the presentation:** A copy of the introduction to the series. *Document Reference: ICTS d2020 Introduction*
- **After the presentation:** A copy of the course notes. *Document Reference: ICTS d2020 RIA Course Notes*

Lesson Plans

Requirements Identification and Analysis

- Introduction - general discussion
- Ensure that all the attendees understand what an e-Commerce system entails so that they can follow the scenario referred to in this module.

Indicative Content

■ *SWOT Analysis*

- Presentation using examples
- Encourage active participation of attendees.

■ *PESTLE Analysis*

- Presentation using examples
- Encourage active participation of attendees.

■ *PEOPLE-Oriented Analysis*

- General Discussion

■ *USE CASE*

- Presentation using examples
- Encourage active participation of attendees.

■ *ERD Modelling*

- Presentation using examples
- Encourage active participation of attendees.

Specifying Requirements

- General discussion