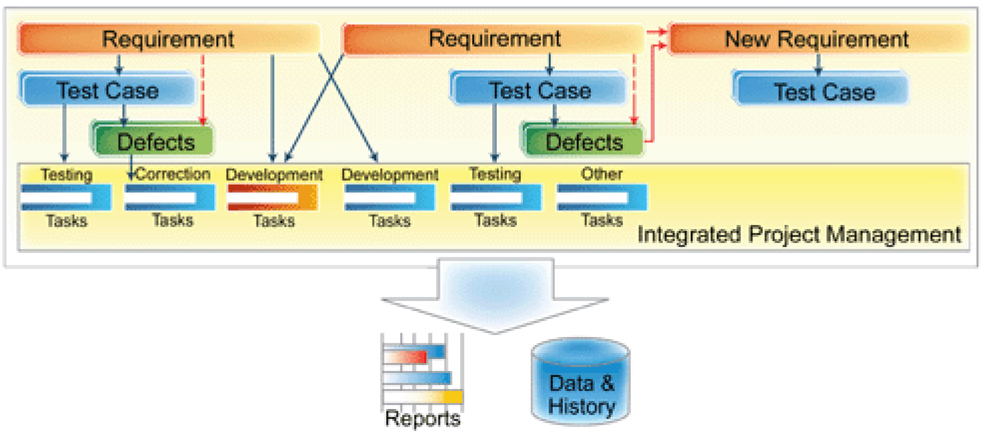
Requirement Management Module

Introduction:

The Requirement Management Module is an integrated component in RIQTek Manager that allows users to track the lifecycle of a requirement from the moment the requirement is conceived until it is implemented and released. The module contains a collection of request reports that enables a user to define, analyze, inquire, plan, execute and track product requirements and associated results. The module will also allow users to create and automate notifications and approval functions to implement these requirements.



Description:

The Requirement Management Module is an integrated component in RIQTek Manager that allows users to track the lifecycle of a requirement from the moment the requirement is conceived until it is implemented and released. The module contains a collection of request reports that enables a user to define, analyze, inquire, plan, execute and track product requirements and associated results. The module will also allow users to create and automate notifications and approval functions to implement these requirements.

Designed to support the Iterative Method of development and well-defined best practices, a user can utilize the module to submit a description of a requirement as a request report to ensure that the request is logged and tracked. The details of a requirement can be clarified at any time during the development cycle utilizing the process described later. After the requirements are prioritized, project managers can begin executing request reports with the highest priority.

Request reports are managed under the Requirement Management Module, where a set of role-based Web pages assist users in handling request reports in various status. For example:

- The **Confirm Request** Web page assists managers in processing request reports in the **Open** status
- The **Analyze Requests** Web page assists system designers in processing request reports that are ready for design.
- The **Develop Requests** Web page assist developer in processing request reports with development tasks assigned to them, etc.

All request reports that require action from a user are centralized under the **ToDo List** Web page where the typical operations can be performed.

Information obtained through the execution of the request reports is organized into folders for easier access and locating of the reports. A few samples of the folders in this module are:

- The **Relevant Test Cases** folder in the module assists users with adding user cases and test cases that clarify details of a requirement. The test cases are also managed in the Test Case Module, where role-based operation for tester can be performed, such as test managers allocating test tasks.
- The **Relevant Requests** folder assists users with adding requirements that are associated with the current requirement, including changed requirements and derived requirements that support current requirements.
- The **History** folder in request reports tracks changes made to the attributes of the requirement and logs operations performed to the report for auditing.
- The **Notes** folder in request reports allows written discussion of the request report to be logged.

The Requirement Management module is also integrated with the Defect Management Module via the **Relevant Requests** folder in defect reports. This integration allows the developer to add relevant requirements that assist in preventing similar defects from occurring in future releases.

The workflow in request reports cover the natural steps that a user can take before developing the requirements, thereby reducing risk. Nevertheless, there is an operation bar at the button of the report that provides multiple options for users to skip some of the steps if they would like to do so. A brief description of the steps is provided below:

Step 1 Analyze

When the requirement is ready for design, managers can assign the request report to a designer by clicking on the **Analyze** button. After an assignee has received the notification and then worked on it, the assignee can upload design outlines by either pasting the content to the data field or by attaching documents. Managers can then evaluate the design outlines. An approving function is provided to change the status of the report. Managers have an option to request customer feedback on the design outline.

Step 2 Customer Feedback

The **Replying** status in the workflow is the state where the design outline has been sent to the customer and is waiting for the reply. With the collaboration of the customers, a company can eliminate costly rework by catching issues prior to detail designs.

Step 3 Detail Design

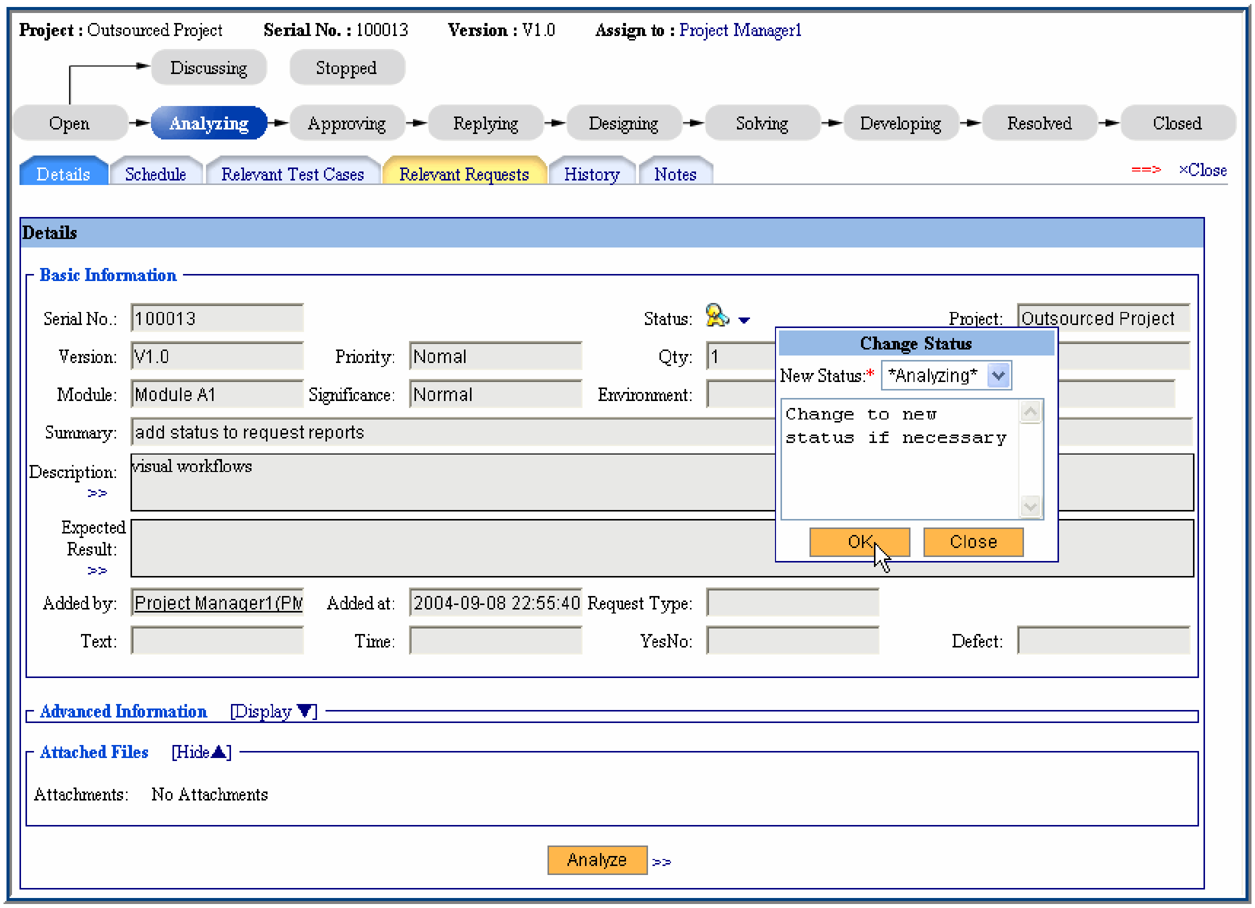
The **Designing** status in the workflow is the state where the detail design is implemented. After an assignee has received the notification and then worked on it, the assignee can upload documents to provide the results.

Step 4 Schedule Tasks

When the requirement is ready for implementation, development tasks can be added under the **Schedule** folder. Users can add new tasks or associate the development with existing tasks. A task can also associate with multiple request reports. All tasks are managed in the **Manage Plan** Web page, which is an integrated project management module where users can centralize and manage planned and unplanned tasks. The **Manage ToDo** folder in tasks shows the relationship between the task and work items created in components of the lifecycle, such as request reports, test cases and defect reports. Since relevant test cases are created before the development, managers can assign testing tasks in parallel with the development tasks. Manager can assign testing tasks using **Confirm Testing** Web page.

<u>Step 5 Close</u>

When all of the development tasks are completed and validated, the report changes to the **Resolved** status. Managers can then check the status of the test cases under the **Relevant Test Cases** folder of the request reports. If all test cases are closed, managers can close the request report using the **Close** button.



Data Analysis

RIQTek Manager comes with multiple ways to analyze data. For analyzing data in the requirement management module, user can use the **Analyze Data** Web page. For example, the Trend Chart (Status) Web page offers an overview on how fast request report are created, processed and closed.

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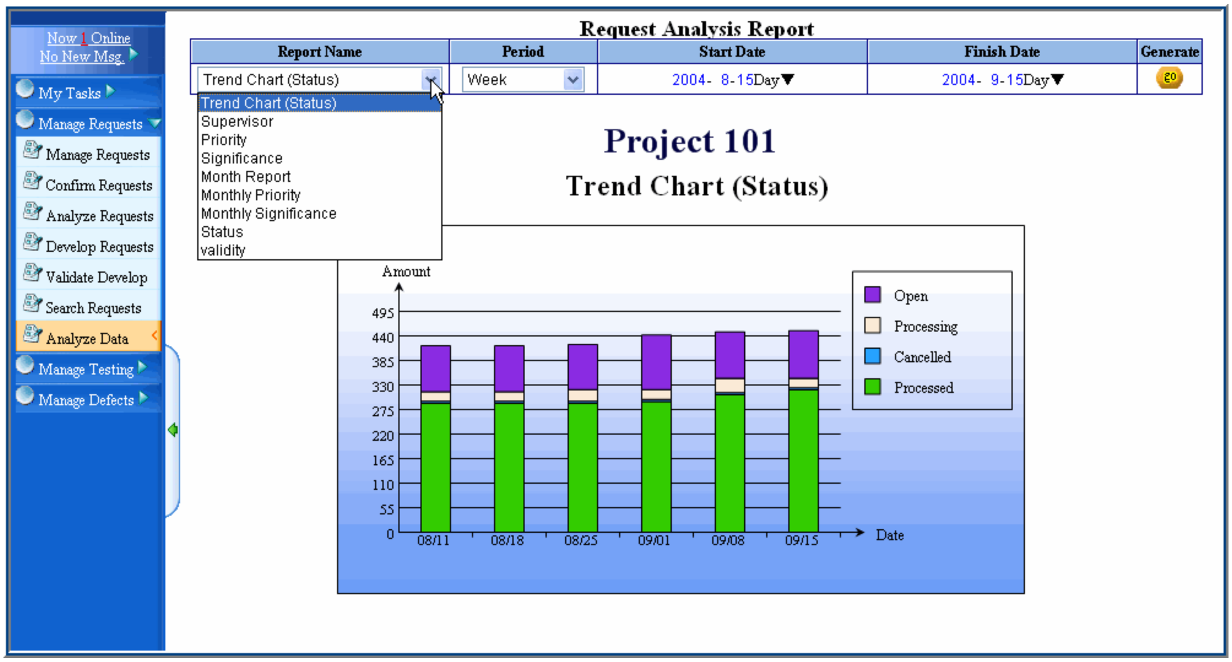

About RIQTek:

RIQTek is leading software provider for application lifecycle management. RIQTek's software product, RIQTek Manager, truly integrates requirement management, test case management, defect management, and project management to assist companies in building best practices, managing distributed teams, tracking development lifecycles, measuring performances, etc.

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