Gathering
Business Requirements

November 8 & 9, 2016
8:30 am—4:30 pm

This two-day course was redesigned in 2015 especially for UW-Madison to help those involved in or responsible for gathering requirements for the multitude of current campus projects/initiatives. These courses are sponsored by the UW-Madison CIO and are being offered at no charge to the campus community in recognition of the importance of this work.

Foundation Topics:
- The effects poorly identified requirements have on project success
- How requirements are used on both Agile projects and phase based or waterfall projects
- Identifying sponsor requirements through constraints analysis
- Visual tools for requirements gathering including process maps, data flow diagrams, and decomposition diagrams
- Stakeholder identification and prioritization tools
- Developing questions for one-on-one and focus group interviews
- Leading structured interviews to unearth requirements using a step ladder interview approach
- Organizing and categorizing the results of interview sessions in a way that helps create successful project outcomes
- Affinity diagramming and user story mapping as tools to organize requirements feedback

Advanced Topics:
- Prioritization of requirements using the Kano model and MoSCoW technique
- Prioritizing requirements using decision matrices
- Techniques for weighting forced ranking
- Using a modified Quality Function Deployment technique for requirements prioritization and traceability
- Dealing with project conflict using the Crucial Conversations model
- Understanding and managing your Style under Stress

Instructor Scott Converse is the Director of the Project Management and Process Improvement programs for the University of Wisconsin-Madison School of Business.

Registration is available on the OHRD Registration System: [http://go.wisc.edu/mj1mhf](http://go.wisc.edu/mj1mhf)

For more information contact George Watson gwatson@wisc.edu at 265-5122.