**Checklist for requirements specifications**

(Source: Lauesen: Software Requirements. © Pearson/Addison Wesley 2002)

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| **Project:** |  | **Date, who:** |
| **Contents check** | **Observations - found & missing** | **Problem?** |
| Customer & sponsor |  |  |
| Background |  |  |
| Supplier type |  |  |
| Business goals |  |  |
| Trace goals -> reqs |  |  |
| **Data:**  Database contents |  |  |
| Input/output formats |  |  |
| Communic. states |  |  |
| Initial data & states |  |  |
| **Functional reqs:** Limits & interfaces |  |  |
| Domain events pr. interface |  |  |
| Domain-level reqs, e.g. tasks |  |  |
| Product-level events and functions |  |  |
| Design-level reqs, e.g. prototypes or comm. protocols |  |  |
| Spec of non-trivial functions |  |  |
| **Special cases:** Stress cases |  |  |
| Power failure, HW failure, config. |  |  |
| Use cases dealing with special events or errors |  |  |

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| **Contents check (2)** | **Observations - found & missing** | **Problem?** |
| **Quality reqs:** Performance |  |  |
| Capacity, accuracy |  |  |
| Usability |  |  |
| Safety & security |  |  |
| Reliability |  |  |
| Availability |  |  |
| Fault tolerance |  |  |
| Maintainability |  |  |
| Portability |  |  |
| Reusability |  |  |
| Interoperability |  |  |
| Installability |  |  |
| Other qualities |  |  |
| **Other deliverables:** Documentation |  |  |
| Training |  |  |
| Installation |  |  |
| Data conversion |  |  |
| System operation |  |  |
| Support & maintenance |  |  |
| **Glossary:** Domain & product terms |  |  |

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| **Structure check** | **Observations - found & missing** | **Problem?** |
| Id for each requirement |  |  |
| Verifiable requirements |  |  |
| Purpose of each requirement |  |  |
| Examples of ways to meet requirement |  |  |
| Text explanation of diagrams, etc. |  |  |
| Importance and stability |  |  |
| No duplicate information |  |  |
| Index |  |  |
| An electronic version |  |  |

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| **Consistency checks** | **Observations - found & missing** | **Problem?** |
| CRUD check: Create, read, update, delete all data? |  |  |
| All events handled by task or function? |  |  |
| Task and message data in database? |  |  |
| Virtual Window data in database? |  |  |
| Virtual Windows support all tasks? |  |  |

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| **Reviews** | **Observations - found & missing** | **Problem?** |
| Reviewed by developer and cust? |  |  |
| Goals and critical issues covered? |  |  |
| Requirements justified? |  |  |
| Risk assessment |  |  |
| High-risk areas improved |  |  |

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| **Tests** | **Observations - found & missing** | **Problem?** |
| Simulation or Walk-through |  |  |
| Prototype test |  |  |
| Pilot test |  |  |