

## Design specifications: fun workshops and role plays



CV-65 2 Days (14 Hours)



### Description

This training will show you how to design specifications using game workshops built around a case study. He will present to you a method for designing specifications as well as techniques for collecting information and analyzing needs.

### Who is this training for ?

#### For whom

MOA, MOE, user, any participant in the creation of specifications.

#### Prerequisites

None.

### Training objectives

- Frame an expression of need with a summary note Apply the appropriate information gathering technique Analyze functional and technical needs Structuring the different parts of a specification

### Training program

#### Présentation générale de la démarche

- The role of the specifications.
- The actors concerned and the responsibilities.
- The prerequisites concerning the participants: availability, competence, proximity, decision-making power.
- The sections of a specification - standard plans.
- The types of specifications.

#### Cadrage de la demande

- Origin of the request.
- Issues of the need.
- Reasons for the request.
- Objectives of the request.
- Definition of the scope and outside the scope.
- Identification of the actors.
- Reformulation of the need.
- Case study Take into account an expressed need and produce a framework note.

### Analyse du besoin

- Diagnosis of the existing situation: interviews, work meetings, document analysis.
- Constitution of the flow diagram.
- Exploitation of the process map.
- Writing the relevant chapter.
- Case study Interviews, user questions and reformulation.

### Analyse des fonctions

- Construction of procedures and tasks (business scenarios) by group meeting.
- Construction of procedures and tasks (business scenarios) by individual interview.
- Analysis functional: description of basic functions then secondary functions.
- Design in the form of models and models.
- Management rules: decision tables.
- Study case study List the functions of the system studied (table, post-it, mental map).

### Analyse des exigences non fonctionnelles

- Ergonomics and usability requirements (models - prototype).
- Safety and authorization requirements.
- Technical requirements (performance, volumes, robustness.
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- Other requirements: norms, standard, legal, contractual, social, etc.
- Case study List the non-functional requirements of the system studied.

### Synthèse

- Reminder of the key points of the approach.
- Advantages of this approach.
- Limits of the approach and points of attention.
- Collective reflection Participant exchanges/assessment.