

# Requirements Document

## Requirements Document: [PROJECT NAME]

**Version:** 1.0 **Date:** YYYY-MM-DD **Author:** Business Analyst / Product Owner **Status:** Draft | In Review | Approved **Client Sign-off:**

### 1. Introduction

#### 1.1 Purpose

[Why this document exists, what it covers]

#### 1.2 Project Reference

- Project Charter: [link]
- Scope Statement: [link]

#### 1.3 Stakeholders

Name	Role	Interest	Contact

## 2. Functional Requirements

### FR-001: [Feature Name]

- **Priority:** Must Have | Should Have | Could Have | Won't Have
- **Description:** [What the system must do]
- **Acceptance Criteria:**

- Given [context], when [action], then [result]
- Given [context], when [action], then [result]
- **User Stories:** US-001, US-002
- **Dependencies:** [None / FR-xxx]

## FR-002: [Feature Name]

- **Priority:**
- **Description:**
- **Acceptance Criteria:**
  - [ ]
- **User Stories:**
- **Dependencies:**

# 3. Non-Functional Requirements

## 3.1 Performance

Metric	Target	Measurement
Page load time	< 2s	Lighthouse
API response time	< 500ms	Server logs
Concurrent users	[X]	Load test

## 3.2 Security

- Authentication method: [JWT / Session / OAuth]
- Authorization model: [RBAC / ABAC]
- Data encryption: [At rest / In transit]
- GDPR compliance: [Yes/No — specify requirements]

## 3.3 Accessibility

- WCAG 2.1 AA compliance
- Keyboard navigation
- Screen reader support

## 3.4 Scalability

- Expected growth: [X users/month]
- Horizontal scaling: [Yes/No]

## 3.5 Reliability

- Uptime target: [99.9%]
- Backup frequency: [Daily]
- Recovery time objective: [X hours]

# 4. Data Requirements

## 4.1 Data Entities

Entity	Description	Source	Volume

## 4.2 Data Retention

Data Type	Retention Period	Deletion Method

# 5. Integration Requirements

System	Direction	Protocol	Data	Frequency
	In/Out/Both	REST/GraphQL/Webhook		Real-time/Batch

# 6. Constraints

- [Technical constraint 1]
- [Business constraint 1]
- [Regulatory constraint 1]

# 7. Assumptions

- [Assumption 1]
- [Assumption 2]

# 8. MoSCoW Prioritization Summary

Priority	Count	Items
Must Have		FR-001, FR-002...
Should Have		
Could Have		
Won't Have		

# 9. Sign-off

Role	Name	Date	Approved
Product Owner			<input type="checkbox"/>
Tech Lead			<input type="checkbox"/>
Client			<input type="checkbox"/>

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