



Republic of Rwanda
Ministry of Education

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RTB | RWANDA
TVET BOARD

PROJECT REQUIREMENTS ANALYSIS

SWDPR301

ANALYZE PROJECT REQUIREMENTS

Competence

RQF Level:



Credits:

Sector:

Trade:

Module Type:

Curriculum:

Copyright:

Issue Date: April 2022














1200


Purpose statement	Upon this completion of this specific competence ,the learner will be able to collect, analyze, report project data and transform them into final project requirements report.					
Delivery modality	Training delivery		100%	Assessment		Total 100%
	Theoretical content		30%	Formative assessment	30%	50%
	Practical work:		70%		70%	
	Group project and presentation	20%				
	Individual project /Work	50%				
			Summative Assessment	50%		

Elements of Competency and Performance Criteria


Elements of competency	Performance criteria
1. Identify customer needs	1.1. Data are accurately gathered based on customer needs
	1.2. Data are effectively interpreted in line with customer needs
	1.3. Project data are properly organized in accordance with customer needs
2. Gather project requirements	2.1. Project requirement is properly identified in accordance with customer needs
	2.2. Research methodology and tools are correctly determined in accordance with project goals
	2.3. Research is properly conducted in line with project goals
	2.4. Data collected are properly analyzed in accordance with research conducted
	2.5. Research findings are properly reported in accordance with project requirement
3. Determine user requirement	3.1. Target audience is properly defined based on project goals
	3.2. User story is appropriately created based on the project goals
	3.3. Task flow is properly created based on user stories

Course content

Learning outcomes	At the end of the module the learner will be able to: 1. Identify customer needs 2. Gather project requirements 3. Determine user requirements
Learning outcome 1: Identify customer needs	Learning hours: 10
Indicative content	
<ul style="list-style-type: none">● <i>Data gathering</i><ul style="list-style-type: none">✓ Key concept definitions<ul style="list-style-type: none"> <i>Customer</i> <i>Data</i> <i>Information</i> <i>Pain points</i> <i>User story</i> <i>Research</i> <i>Project</i>✓ Work communication process<ul style="list-style-type: none"> <i>Sender</i> <i>Encoding</i> <i>Message</i> <i>Types of Communication channels</i> <i>Receiver</i> <i>Decoding</i>	

 *Feedback*

✓ Raw data collection

 *Methods of collecting data*

 *Description of data collection Tools (Traditional and online forms
Peripherals)*

✓ Interact with the customer.

 *Get to know the customer*

 *Predict customer needs*

 *Meet the customer*

● **Interpretation of data**

✓ *Data manipulation*

✓ *Data Visualization*

● **Organization of customer needs**

✓ *Categorization of data*

✓ *Data cleansing*

✓ *Data reporting*

Resources required for the learning outcome

Equipment	Computer Telephone
Materials	Internet Electricity
Tools	Web browsers, Google forms, Excel
Facilitation techniques	Demonstration and simulation Practical exercise Individual work Trainer guided Group discussion

Formative assessment methods /(CAT)	Written assessment Performance assessment
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Learning outcome 2: Gather project requirements	Learning hours: 20
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Indicative content

- **Identification of project requirements**

- ✓ Project management approach
 - ✚ *Agile*
 - ✚ *Waterfall*
- ✓ Project requirements
 - ✚ *Performance requirement*
 - ✚ *Usability requirement*
 - ✚ *Recovability requirement*
 - ✚ *Maintainability requirement*
 - ✚ *Accessibility requirement*


- ✓ Project scope
- ✓ Outline project requirements

- **Research methodology**

- ✓ Description of research methodology
- ✓ Types of research methodology
 - ✚ *Fundamental*
 - ✚ *Exploratory*
 - ✚ *Survey*
 - ✚ *Case studies*

- **Conduct research**

- ✓ Plan

 *Select research methodology type*

 *Identify research tools.*

- ✓ Implement
- ✓ Show the results

● Analyse results

- ✓ Feasibility
- ✓ Resources
- ✓ Competency
- ✓ Summarize

● Report findings

- ✓ Financial
- ✓ Forecasting
- ✓ Produce report

Resources required for the indicative content

Equipment	Computer
Materials	Internet Papers
Tools	Web browsers Applications
Facilitation techniques	Demonstration and simulation Individual and group work Practical exercise Individualized Trainer guided Group discussion
Formative assessment methods /(CAT)	Written assessment Performance assessment Project based assessment

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Learning outcome 3: Determine user requirement		Learning hours: 20
Indicative content		
<ul style="list-style-type: none"> ● Identification of the target audience <ul style="list-style-type: none"> ✓ Description of the target audience <ul style="list-style-type: none"> ✚ Definition ✚ Characteristics ✓ Target audience pain points ● Creation of user story <ul style="list-style-type: none"> ✓ Description of user story ✓ Create project backlogs ● Elaborate task flow <ul style="list-style-type: none"> ✓ Create site map ✓ Generate task flow 		
Resources required for the indicative content		
Equipment	Computer, Projector	
Materials	Internet, papers, Flip chart, Marker pen	
Tools	Web browsers, Trello, Excel, Papers, Jira	
Facilitation techniques	Demonstration and simulation Individual and group work Practical exercise Trainer guided Group discussion	
Formative assessment methods (CAT)	Written assessment Oral presentation Performance assessment Product based assessment	

	Project based assessment
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Integrated/Summative assessment

Integrated situation

IFU Ltd is a company located in Muhanga district which processes and provides cassava based products, but is facing the issue of the customers who are complaining about their online absence and is in need of media that will help them to provide information in a proper way resulting into reaching the customer.

The company is looking for a web analyst to analyse the company website requirements to facilitate developers in designing a website which is going to advertise company services and expand their information to the global market.

From the above information provided you are required to:

- Reach the company to acquire detailed data about the project
- Prepare project requirement proposal needed to develop the IFU Ltd website by identifying :
 - Company’s services and activities
 - Website design tools
 - Website design and implementation forecast
 - Project financial
 - Project backlogs
 - Site map
 - Task flow
- Present the draft of the project report with 1 to 3 pages to the manager for approval

This task will be performed within 8hours

All materials , tools and equipment are provided by IFU Ltd.

Resources

Tools	Web browser, Trello, Forms,flash disk
Equipment	Computer, telephone,camera, printer

Materials/ Consumables	Internet, Flip chart, marker pen, papers				
Assessable outcomes	Assessment criteria (Based on performance criteria)	Indicator	Observation		Marks allocation
			Yes	No	
Identify customer needs (30%)	Data are accurately gathered	Ind.1 Questions for Interview are created			6
		Ind.2 Interpreted data are visualized			4
	Data are properly organized	Ind.1 Data are categorized			8
		Ind.2 Data are cleansed			4
		Ind.3 Data are reported			8
Gather project requirements (30%)	Research is properly conducted	Ind.1 Research methodology is conducted			8
		Ind.2 Results are presented			8
	Research findings are properly reported	Ind.1 Financial is shown			6
		Ind.2 Project forecast is created			8
Determine user requirement (40%)	User story is appropriately created	Ind.1 Project features are presented			5
		Ind.2 Project backlogs are created			15
	Task flow is properly created	Ind.1 Site map is created			10
		Ind.2 Task flow is generated			10
Total marks					100
Percentage Weightage					100%
Minimum Passing line % (Aggregate): 70%					

References:

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3. Williams, R. (Year). Determining User Requirements in Software Projects: Strategies and Case Studies. Journal of Software Engineering Research and Development, volume(issue), page numbers.
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