

The IV&V Group's Critical Requirements Elicitation Service[®]

Elicitation of a set of requirements to support a single system or software acquisition need.

TIME:

- ✓ 10 – 120 days as determined by the number of interviewees and their availability
- ✓ Duration also determined by whether interviews are with individuals, user groups or a combination of these
- ✓ Duration determined by complexity of project

ELICITATION INCLUDES:

- ✓ Determine exact purpose of acquisition
- ✓ Identify individuals and/or user groups to be interviewed
- ✓ Create interview questions
- ✓ Conduct interviews with identified individuals and/or user groups
- ✓ Feedback interview findings to interviewees
- ✓ Prepare report documenting final results

THE IV&V GROUP PROVIDES A DETAILED REPORT CONTAINING:

- ✓ Summary of work performed
- ✓ Documentation of findings
- ✓ Requirements document



When you have no budget for ongoing IV&V but still have one or more critical acquisitions that require complete, consistent, unambiguous and testable requirements, contact the IV&V Group[®]. We provide the information you need to reduce your system development risk.





To determine the exact purpose of acquisition we:

- ✓ Review the concept documents, business case and other pertinent documents
- ✓ Talk with system or software owners

To identify individuals and/or user groups to be interviewed we:

- ✓ Determine the stakeholders
- ✓ Determine the classes of users

To create interview questions we:

- ✓ Select the class of user
- ✓ Identify expected use of system or software
- ✓ Identify related business processes

To conduct interviews we:

- ✓ Use prepared and follow-up questions
- ✓ Summarize and assess results

To feedback interview findings to interviewees we:

- ✓ Present interview summary and request clarification or additional detail
- ✓ Present requirement recommendations

To provide you with useful information our report contains:

- ✓ The purpose of the requirements elicitation
- ✓ The methodology used
- ✓ A detailed description of findings
- ✓ A Final Requirements Document

