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Facilitated Use Case Workshop

Icon's Facilitated Use Case Workshop guides participants through the breadth and depth of requirements definition and management through hands-on development of the participant's own requirements. Icon's workshop facilitator leads requirements definition sessions and mentors participants in the proper formation of project requirements artifacts. These artifacts include the vision document, the use case model and use case specifications, and the supplementary specification. Additionally, the facilitator can work with the appropriate project personnel to establish requirements management and change management processes. The workshop's focus will be tailored to meet participant project needs.

Objectives:

- < Apply techniques learned from previous requirements courses to your actual project
- < Develop project vision document, use case model and use case specifications, and the supplementary specification
- < Review and improve existing requirements artifacts
- < Identify and close gaps in existing requirements
- < Apply and improve use case writing skills
- < Define requirements management and change management processes
- < The facilitator will vary the emphasis to suit your project's needs

Audience:

A single project team, which includes the project manager, analysts, users or subject matter experts, the software architect, user interface designers. Optional participants: software developers, testers, technical writers, content providers, business process experts, project sponsors.

Prerequisites:

Icon's training class, "Defining & Managing Requirements with Use Cases" or hands-on experience writing use cases is highly desirable, but not required.

Preparation:

Facilitator will work with the client to establish workshop objectives and priorities.

Duration:

1 - 5 days



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Workshop Agenda:

1. Workshop introduction
 - Introduce participants
 - Outline workshop goals and agenda
2. Project overview
 - Review project roles and responsibilities
 - Validate problem statement
 - Review project status
 - Identify stakeholders
 - Identify project constraints
3. Establish project scope
 - Identify actors (users/roles and system interfaces)
 - Identify use cases
 - Briefly describe actors and use cases
 - Revise use case model
 - Capture non-functional requirements and define system-wide attributes
4. Develop use cases
 - Select initial use cases
 - Draft basic flow or course of events for one or more use cases
 - Draft alternate and exception flows for one or more use cases
5. Next steps
 - Discuss criteria for iterative development
 - Outline project's next steps

Note: Projects that already have requirements definition underway, may require a modified agenda to optimize their staff's time. The workshop facilitator and project leadership will modify the agenda in advance of the workshop.