

Version Control

This document is a working document and will be updated based on feedback and requirements gathered and discussed during discovery sessions.

When adding a new row for the revisions, insert the newest row at the top of the table.

Version	Date	Description
0.1	11/29/2023	George J Raymond developed requirements template

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Objectives

Clearly describe the project objective(s). The project objectives must directly align with a listed requirement in the table below to ensure project is in scope. When a requirement cannot be directly associated with an objective, the project team must review and evaluate the requirement to determine if the requirement must be added to the project and objectives must be reevaluated or moved to subsequent phase(s).

1. Objective 1: Standardize the Nextgenray Marketing Contact import/export process.
2. Objective 2
3. Objective etc.

Requirements

Type: Priority.

Objective: Objective Number from above

*When adding a new row(s), copy the Type Cell and paste it into the new Type Cell.

#	Requirement	Type	Objective(s)
[enter focus name #1]			
1	When importing contacts to the Nextgenray Marketing Contact database, First Name, Last Name, Email and Specialty are required. Optional fields are Phone Number, and Address	Must Have	1
2		Choose an item.	
3		Choose an item.	
4		Choose an item.	
5		Choose an item.	
6		Choose an item.	
8		Choose an item.	
[enter focus name #2]			
20	.	Choose an item.	
21		Choose an item.	
22		Choose an item.	
23		Choose an item.	
[enter focus name #3]			

21		Choose an item.	
22		Choose an item.	
23		Choose an item.	
24		Choose an item.	
24		Choose an item.	
[Add additional rows when needed]			

Diagrams / Support Documents