

## Course: The Hands On Requirements Use Case Workshop

**ID:** 1384-UCW01

**CDUs/Contact Hrs / PDU:** 7

**Course Length:** 1 Day

**Course Description:** This one-day workshop covers all the tools, tips and tricks of conducting a structured Use-Case driven Requirements Workshop. This is a very practical approach that makes it quick and easy to discover, describe and document Use Cases directly with your stakeholders. Most of this workshop is devoted to hands-on group work, individual presentation and feedback assessments using case studies. Participants will learn to work more effectively with both technical resources and business stakeholders.

This course has been evaluated by the Project Management Institute (PMI®) and by the International Institute of Business Analysis (IIBA®) and it has been found to be compliant with the PMBOK Guide® and the Business Analyst Book of Knowledge (BABOK®)

### Course Objectives:

- Learn how to effectively facilitate use case workshops to determine the essential and sufficient requirements for your project.
- Learn to make use a UC workshop to discover hidden requirements
- Learn to communicate what you need to know with your stakeholders
- Learn what the appropriate number and level of detail is for Use Cases
- Learn how to expand Use Cases beyond the standard templates

**Target Audience:** Business analysts, project managers, systems analysts, technical managers, and software developers who wish to learn how to effectively conduct a Use Case Workshop.

**Prerequisites:** Experience in requirements gathering or systems analysis desired but not required. Completion of the LGd Scope and Requirements Management is recommended.

### Provided Material:

- Course Binder
- Writing Effective Use Cases (*Book*)

### Course Outline:

- **Lesson 1:** The Use Case Defined
  - What is effective facilitation?
  - What is a Use Case?
  - The requirements Use Case workshop and how it Fits
  - Process Modeling, Use Cases, scenarios and Requirements
  - Forms of Use Cases
- **Lesson 2:** The Basics Steps of a Use Case Workshop
  - Confirm roles and responsibilities
  - Review objectives
  - Establish scope
  - Create a work list (of the business activities and Variations to define)
  - Describe the business activities using Use Case modeling
- **Lesson 3:** Use Case Modeling
  - The description
  - Identify the actor(s)
  - Define the pre-condition & post conditions
  - Describe the basic business process
  - Describe the alternatives or exceptions, and frequency of occurrence
  - Future Enhancements
  - User interfaces
  - Meta data
- **Lesson 4:** Where Do You Go From Here
  - Functional business requirements
  - Informational or data requirements



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