

# How to write a functional specifications document

Depending on the project and the team, a functional specification could include the following:

- **Project scope.** This covers the goals, features, tasks, deliverables, costs and deadlines of the project.
- **Risks and assumptions.** These are considerations that could affect the functional design of the product.
- **Product overview.** This explains how the application will solve a specific problem for the target audience.
- **Use cases.** The functional requirements are placed in the context of a user action. This shows what happens from the user perspective.
- **Requirements.** These essential features of the product explain what it does.
- **Configuration.** This details steps needed to configure a product, such as user account setup.
- **Nonfunctional requirements.** These are nonessential features that aren't at the core of the product.
- **Error reporting.** This is an explanation of how the product will handle errors or exceptions.



# Writing Functional Specification Documents

**Charles H. Sides**



## **Writing Functional Specification Documents:**

Sap: How to Write a Report Functional Specification Linda R. Timms, 2012-05-22 Author Linda Timms goes beyond the standard consulting guide to bring you constructive reliable advice for delivering effective complete professional functional specs on time Filled with plain English real world examples hints and tips SAP How to Write a Report Functional Specification provides the secrets you need to make a daunting task achievable Whether you are a SAP project team member seconded from the business unsure where to start with documenting business requirements a support analyst dealing with change requests and new requirements an offshore analyst consultant wanting to up your game get recognition for top quality work and stand out from the crowd anyone fresh out of a SAP academy or training course wanting to transition smoothly into a valuable project team member a graduate with one of the big management consulting firms wanting focussed reliable advice to help build your consulting career a junior consultant wanting to make a name for yourself as a professional productive good SAP resource an experienced consultant wanting to refresh your knowledge and maybe kick some bad habits a business analyst looking to move into the SAP arena a manager or team lead tasked with reviewing and signing off functional specs a project manager wanting to bring in best practices a technical analyst wanting to understand the functional side of SAP requirements SAP How to Write a Report Functional Specification is a comprehensive guide including a free downloadable functional specification template that will have you producing polished high caliber valuable report specifications in no time

**The IEEE Guide to Writing in the Engineering and Technical Fields** David Kmiec, Bernadette Longo, 2017-09-25 Helps both engineers and students improve their writing skills by learning to analyze target audience tone and purpose in order to effectively write technical documents This book introduces students and practicing engineers to all the components of writing in the workplace It teaches readers how considerations of audience and purpose govern the structure of their documents within particular work settings The IEEE Guide to Writing in the Engineering and Technical Fields is broken up into two sections Writing in Engineering Organizations and What Can You Do With Writing The first section helps readers approach their writing in a logical and persuasive way as well as analyze their purpose for writing The second section demonstrates how to distinguish rhetorical situations and the generic forms to inform train persuade and collaborate The emergence of the global workplace has brought with it an increasingly important role for effective technical communication Engineers more often need to work in cross functional teams with people in different disciplines in different countries and in different parts of the world Engineers must know how to communicate in a rapidly evolving global environment as both practitioners of global English and developers of technical documents Effective communication is critical in these settings The IEEE Guide to Writing in the Engineering and Technical Fields Addresses the increasing demand for technical writing courses geared toward engineers Allows readers to perfect their writing skills in order to present knowledge and ideas to clients government and general public Covers topics most important to the working

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*Basics of Pharmaceutical Manufacturing and Quality Operations* Erfan Syed Asif, Shahid Bader Usmani, 2024-03-14 This book provides guidance on how to meet the requirements of the pharmaceutical industry as a beginner It includes procedures for production and packaging batch auditing as well as all quality measures used in the pharmaceutical industry This book also provides questions and answers with each chapter for institutes and trainers providing basic training to the new graduates and new comers to the industry *Basics of Pharmaceutical Manufacturing and Quality Operations* A Comprehensive Guide is primarily written for anyone in the pharmaceutical industry interested in development and manufacturing of active pharmaceutical ingredient API and finished pharmaceutical manufacturers in both sterile and non sterile areas The book is a simple concise and easy to use reference tool covering basic quality concepts required by the pharmaceutical educational institutions and professional certification bodies It describes details of all GXP activities that are directly related to Quality Safety and Efficacy of the products manufactured under the umbrella of Quality Operations common testing methods which are used in any modern industry Requirements of Validation and Qualification of equipment facilities and processes integral segments of Drug product manufacturing storage and distribution practices The material provides stepwise guidance on how to evaluate audit qualify and approve a pharmaceutical product to enhance the GMP within the industry The book is written with the idea of providing basic knowledge to undergraduate students who are preparing to enter the industry at the end of their graduation The book would also be beneficial for institutions conducting pharmaceutical technology study courses in terms of GMP and GLP applications Features Provides readers and front line health care product manufacturers all the information they need to know to develop a GMP oriented industry with trained and skilled personnel and manufacture products that meet GMP and regulatory requirements Provides stepwise guidance on how to evaluate audit qualify and approve a pharmaceutical product and packaging material to enhance the GMP within the industry Includes significant processes and steps in production for all common dosage forms Explains how in process and finished products are released Provides an ideal and effective tool for anyone starting Quality Assurance Quality control Production responsibilities How to Write and Present Technical Information Charles H. Sides, 1999-02-18 This book shows professionals how to communicate effectively about technology in business and industry Writing Testbenches: Functional Verification of HDL Models Janick Bergeron, 2012-12-06 mental improvements during the same period What is

clearly needed in verification techniques and technology is the equivalent of a synthesis productivity breakthrough In the second edition of *Writing Testbenches* Bergeron raises the verification level of abstraction by introducing coverage driven constrained random transaction level self checking testbenches all made possible through the introduction of hardware verification languages HVLs such as e from Verisity and OpenVera from Synopsys The state of art methodologies described in *Writing Test benches* will contribute greatly to the much needed equivalent of a synthesis breakthrough in verification productivity I not only highly recommend this book but also I think it should be required reading by anyone involved in design and verification of today s ASIC SoCs and systems Harry Foster Chief Architect Verplex Systems Inc xviii *Writing Testbenches Functional Verification of HDL Models* PREFACE If you survey hardware design groups you will learn that between 60% and 80% of their effort is now dedicated to verification

*The Linux Development Platform* Rafeeq Ur Rehman, Christopher Paul, 2003 Two leading Linux developers show how to choose the best tools for your specific needs and integrate them into a complete development environment that maximizes your effectiveness in any project no matter how large or complex Includes research requirements coding debugging deployment maintenance and beyond choosing and implementing editors compilers assemblers debuggers version control systems utilities using Linux Standard Base to deliver applications that run reliably on a wide range of Linux systems comparing Java development options for Linux platforms using Linux in cross platform and embedded development environments

**Technical Writing For Dummies** Sheryl Lindsell-Roberts, 2011-04-27 A complete and friendly guide to technical writing Let s face it a lot of technical documentation reads as if it had been translated into English from Venutian by a native speaker of gibberish Which is annoying for you and expensive for the manufacturer who pays with alienated customers and soaring technical support costs That s why good technical writers are in such big demand worldwide Now *Technical Writing For Dummies* arms you with the skills you need to cash in on that demand Whether you re contemplating a career as a technical writer or you just got tapped for a technical writing project this friendly guide is your ticket to getting your tech writing skills up to snuff It shows you step by step how to Research and organize information for your documents Plan your project in a technical brief Fine tune and polish your writing Work collaboratively with your reviewers Create great user manuals awesome abstracts and more Write first rate electronic documentation Write computer and Web based training courses Discover how to write energized technical documents that have the impact you want on your readers Wordsmith Sheryl Lindsell Roberts covers all the bases including All about the red hot market for technical writing and how to get work as a technical writer The ABCs of creating a strong technical document including preparing a production schedule brainstorming outlining drafting editing rewriting testing presentation and more Types of technical documents including user manuals abstracts spec sheets evaluation forms and questionnaires executive summaries and presentations Writing for the Internet covers doing research online creating multimedia documents developing computer based training and Web based training and writing online help Combining

examples practical advice and priceless insider tips on how to write whiz bang technical documents Technical Writing For Dummies is an indispensable resource for newcomers to technical writing and pros looking for new ideas to advance their careers

*Writing Testbenches* Janick Bergeron, 2007-05-08 CHAPTER 6 Architecting Testbenches 221 Reusable Verification Components 221 Procedural Interface 225 Development Process 226 Verilog Implementation 227 Packaging Bus Functional Models 228 Utility Packages 231 VHDL Implementation 237 Packaging Bus Functional Procedures 238 240 Creating a Test Harness 243 Abstracting the Client Server Protocol Managing Control Signals 246 Multiple Server Instances 247 Utility Packages 249 Autonomous Generation and Monitoring 250 Autonomous Stimulus 250 Random Stimulus 253 Injecting Errors 255 Autonomous Monitoring 255 258 Autonomous Error Detection Input and Output Paths 258 Programmable Testbenches 259 Configuration Files 260 Concurrent Simulations 261 Compile Time Configuration 262 Verifying Configurable Designs 263 Configurable Testbenches 265 Top Level Generics and Parameters 266 Summary 268 CHAPTER 7 Simulation Management 269 Behavioral Models 269 Behavioral versus Synthesizable Models 270 Example of Behavioral Modeling 271 Characteristics of a Behavioral Model 273 x Writing Testbenches Functional Verification of HDL Models Modeling Reset 276 Writing Good Behavioral Models 281 Behavioral Models Are Faster 285 The Cost of Behavioral Models 286 The Benefits of Behavioral Models 286 Demonstrating Equivalence 289 Pass or Fail 289 Managing Simulations 292 294 Configuration Management Verilog Configuration Management 295 VHDL Configuration Management 301 SDF Back Annotation 305 Output File Management 309 Regression 312 Running Regressions 313 Regression Management 314 Summary 316 APPENDIX A Coding Guidelines 317 Directory Structure 318 VHDL Specific 320 Verilog Specific 320 General Coding Guidelines 321 Comments 321 Layout 323 Syntax 326 Debugging 329 Naming Guidelines 329 Capitalization 330 Identifiers 332 Constants 334 334 HDL Specific Filenames 336 HDL Coding Guidelines 336 337 Structure 337 Layout

**Requirements Writing for System Engineering** George Koelsch, 2016-10-20 Learn how to create good requirements when designing hardware and software systems While this book emphasizes writing traditional shall statements it also provides guidance on use case design and creating user stories in support of agile methodologies The book surveys modeling techniques and various tools that support requirements collection and analysis You ll learn to manage requirements including discussions of document types and digital approaches using spreadsheets generic databases and dedicated requirements tools Good clear examples are presented many related to real world work the author has done during his career

Requirements Writing for System Engineering advantages of different requirements approaches and implement them correctly as your needs evolve Unlike most requirements books Requirements Writing for System Engineering teaches writing both hardware and software requirements because many projects include both areas To exemplify this approach two example projects are developed throughout the book one focusing on hardware and the other on software This book Presents many techniques for capturing requirements Demonstrates gap analysis to find missing requirements Shows how to address both

software and hardware as most projects involve both Provides extensive examples of shall statements user stories and use cases Explains how to supplement or replace traditional requirement statements with user stories and use cases that work well in agile development environments What You Will Learn Understand the 14 techniques for capturing all requirements Address software and hardware needs because most projects involve both Ensure all statements meet the 16 attributes of a good requirement Differentiate the 19 different functional types of requirement and the 31 non functional types Write requirements properly based on extensive examples of good shall statements user stories and use cases Employ modeling techniques to mitigate the imprecision of words Audience Writing Requirements teaches you to write requirements the correct way It is targeted at the requirements engineer who wants to improve and master his craft This is also an excellent book from which to teach requirements engineering at the university level Government organizations at all levels from Federal to local levels can use this book to ensure they begin all development projects correctly As well contractor companies supporting government development are also excellent audiences for this book **Web Site Cookbook** Doug

Addison,2006-02-10 The total number of web pages today has been estimated at over 3 billion spanning millions of individual websites Not surprisingly there is tremendous pressure on web developers and designers to remain current with the latest technologies The Web Site Cookbook from O Reilly covers all the essential skills that you need to create engaging visitor friendly websites It helps you with the practical issues surrounding their inception design and maintenance With recipes that teach both routine and advanced setup tasks the book includes clear and professional instruction on a host of topics including registering domains ensuring that hostnames work managing the directory maintaining and troubleshooting a website site promotion visitor tracking implementing e commerce systems linking with sales sites This handy guide also tackles the various elements of page design It explains how to control a reader s eye flow how to choose a template system how to set up a color scheme and more Typical of O Reilly s Cookbook series the Web Site Cookbook is written in a straightforward format featuring recipes that contain problem statements and solutions A detailed explanation then follows each recipe to show you how and why the solution works This question solution discussion format is a proven teaching method as any fan of the Cookbook series can attest to Regardless of your strong suit or your role in the creation and life of a website you can benefit from the teachings found in the Web Site Cookbook It s a must have tool for advancing your skills and making better sites

**The Unusually Useful Web Book** June Cohen,2003 Cohen s Unusually Useful Web Book is just that full of unusually useful tips and tricks users need to make the best Web site quickly and without expense Sheoffers common sense tips and tricks that Web site designers and developers can employ to make an immediate difference Software Development, Design and Coding John F. Dooley,2017-11-25 Learn the principles of good software design and how to turn those principles into great code This book introduces you to software engineering from the application of engineering principles to the development of software You ll see how to run a software development project examine the different phases of a project and

learn how to design and implement programs that solve specific problems It s also about code construction how to write great programs and make them work Whether you re new to programming or have written hundreds of applications in this book you ll re examine what you already do and you ll investigate ways to improve Using the Java language you ll look deeply into coding standards debugging unit testing modularity and other characteristics of good programs With Software Development Design and Coding author and professor John Dooley distills his years of teaching and development experience to demonstrate practical techniques for great coding What You ll Learn Review modern agile methodologies including Scrum and Lean programming Leverage the capabilities of modern computer systems with parallel programming Work with design patterns to exploit application development best practices Use modern tools for development collaboration and source code controls Who This Book Is For Early career software developers or upper level students in software engineering courses

**Writing A Research Proposal (UTeM Press)** Safiah Sidek ,Massila Kamalrudin,Mustafa Mat Deris ,2019-01-01 ISBN 9789672145790 Authors Safiah Sidek Massila Kamalrudin Mustafa Mat Deris Writing a Research Proposal is the ultimate reference for drafting a clear and convincing research proposal This book provides readers with a full coverage of writing a research proposal from drafting a research title problem statement research objectives literature review and research methodology to planning the research activities and budget Recognizing the different styles of writing proposal for different field of research readers are provided with real examples taken from winning research proposal from three main clusters Engineering Computer Science ICT and Management Social Science Common mistakes made by researchers when drafting research proposals and checklists for the important elements required in each section of the proposal are also highlighted at the end of every chapter T he sample of student research proposal in the Appendix helps readers to have a clear picture of the real research proposal The key features of Writing a Research Proposal Guides readers through how to write Executive Summary Abstract Introduction Chapter containing the problem statement research objectives research questions significance and scope of research Literature Review Chapter Research Methodology Chapter and Planning Research Activities and Budget Numerous true examples of the important sections of a research proposal taken from different research domain Checklists of the important elements to be included in the sections chapters of a research proposal and varieties of figures diagrams and dialogue boxes for easy understanding Written by authors experienced in writing research grants and conducting research methodology courses for post graduates this book is a must for researchers as well as research students who need guidance to produce a clear and convincing research proposal Extreme Programming Refactored Don Rosenberg,Matt Stephens,2008-01-01 Extreme Programming Refactored The Case Against XP featuring Songs of the Extremos takes a satirical look at the increasingly hyped extreme programming XP methodology It explores some quite astonishing Extremo quotes that have typified the XP approach quotes such as XPers are not afraid of oral documentation Schedule is the customer s problem Dependencies between requirements are more a matter of fear than reality and



Concentration is the enemy In between the chuckles though there is a serious analysis of XP s many flaws The authors also examine C3 the first XP project whose team most of whom went on to get XP book deals shortly before C3 s cancellation described themselves as the best team on the face of the Earth In a later chapter the authors also note that one problem which can affect pair programmers is overconfidence or is that eXcessive courage The authors examine whether the problems that led to C3 s inexplicable cancellation could also afflict present day XP projects In the final chapter Refactoring XP Matt and Doug suggest some ways of achieving the agile goals of XP using some XP practices used in moderation combined with other less risk laden methods

*Using Liberty for DevOps, Continuous Delivery, and Deployment* Sebastian Carrizo,Sorin Cucu,Moisés Domínguez García,Sima Modir,IBM Redbooks,2015-11-06 This IBM Redbooks publication provides an example approach for an agile IT team to implement DevOps capabilities in their software delivery of a Java application We introduce several tools that show how teams can achieve transparency traceability and automation in their application lifecycle to all of the stakeholders to deliver a high quality application that meets its initial requirements The application that is built highlights the composable and dynamic nature of the Liberty run time The Liberty run time helps developers to get their applications up and running quickly by using only the programming model features that are required for their applications The target audience for this book is IT developers IT managers IT architects project managers test managers test developers operations managers and operations developers

*Managing the Documentation Maze* Janet Gough,David Nettleton,2010-03-16 The accessible easy to follow guide that demystifies documentation management When it comes to receiving documentation to confirm good science U S and international regulators place high demands on the healthcare industry As a result companies developing and manufacturing therapeutic products must implement a strategy that allows them to properly manage their records and documents since they must comply with rigorous standards and be available for regulatory review or inspection at a moment s notice Written in a user friendly Q A style for quick reference Managing the Documentation Maze provides answers to 750 questions the authors encounter frequently in their roles as consultants and trainers In simple terms this handy guide breaks down the key components that facilitate successful document management and shows why it needs to be a core discipline in the industry with information on Compliance with regulations in pharmaceutical biological and device record keeping Electronic systems hybrid systems and the entire scope of documentation that companies must manage How to write and edit documents that meet regulatory compliance Making the transition to an electronic system including how to validate and document the process Anyone responsible for managing documents in the health field will find this book to be a trusted partner in unraveling the bureaucratic web of confusion while it initiates a plan on how to put an effective lasting system in place one that will stand up to any type of scrutiny

**Working with Coders** Patrick Gleeson,2017-07-04 Get introduced to the fascinating world inhabited by the professional software developer Aimed at a non technical audience this book aims to de obfuscate the jargon explain the various activities

that coders undertake and analyze the specific pressures priorities and preoccupations that developers are prone to In each case it offers pragmatic advice on how to use this knowledge to make effective business decisions and work productively with software teams Software projects are all too often utter nightmares for everyone involved Depending on which study you read between 60 and 90 percent of all software projects are completed late run over budget or deliver an inferior quality end product This blight affects everyone from large organizations trying to roll out business change to tiny startups desperately trying to launch their MVP before the money runs out While there has been much attention devoted to understanding these failings leading to the development of entire management methodologies aimed at reducing the failure rate such new processes have had at best limited success in delivering better results Based on a decade spent exploring the world of software Patrick Gleeson argues that the underlying reason for the high failure rate of software projects is that software development being a deeply arcane and idiosyncratic process tends to be thoroughly and disastrously misunderstood by managers and leaders So long as the people tasked with making decisions about software projects are unaware of these idiosyncrasies and their ramifications software projects will be delivered late software products will be unfit for purpose and relations between software developers and their non technical colleagues will be strained Even the most potent modern management tools are ineffective when wielded blindly To anyone who employs contracts manages or works with software developers Working with Coders A Guide to Software Development for the Perplexed Non Techie delivers the understanding necessary to reduce friction and inefficiencies at the intersection between software development teams and their non technical colleagues What You ll Learn Discover why software projects are so commonly delivered late and with an abysmal end product Examine why the relationship between coders and their non technical colleagues is often strained Understand how the software development process works and how to support it effectively Decipher and use the jargon of software development Keep a team of coders happy and improve the odds of successful software project delivery Who This Book Is For Anyone who employs contracts or manages software developers such as tech startup CEOs project managers and clients of digital agencies and wishes the relationship were easier and more productive The secondary readership is software developers who want to find ways of working more effectively as part of a team

**Multiple Approaches to Intelligent Systems** Ibrahim F. Imam, Yves Kodratoff, Ayman El-Dessouki, Moonis Ali, 2004-05-19 We never create anything We discover and reproduce The Twelfth International Conference on Industrial and Engineering Applications of Artificial Intelligence and Expert Systems has a distinguished theme It is concerned with bridging the gap between the academic and the industrial worlds of Artificial Intelligence AI and Expert Systems The academic world is mainly concerned with discovering new algorithms approaches and methodologies however the industrial world is mainly driven by profits and concerned with producing new products or solving customers problems Ten years ago the artificial intelligence research gap between academia and industry was very broad Recently this gap has been narrowed by the emergence of new fields and new joint

research strategies in academia Among the new fields which contributed to the academic industrial convergence are knowledge representation machine learning searching reasoning distributed AI neural networks data mining intelligent agents robotics pattern recognition vision applications of expert systems and others It is worth noting that the end results of research in these fields are usually products rather than empirical analyses and theoretical proofs Applications of such technologies have found great success in many domains including fraud detection internet service banking credit risk and assessment telecommunication etc Progress in these areas has encouraged the leading corporations to institute research funding programs for academic institutes Others have their own research laboratories some of which produce state of the art research

**Product Lifecycle Management (Volume 1)** John Stark, 2019-10-01 This fourth edition of the book provides readers with a detailed explanation of PLM enabling them to gain a full understanding and the know how to implement PLM within their own business environment This new and expanded edition has been fully updated to reflect the numerous technological and management advances made in PLM since the release of the third edition in 2014 including chapters on both the Internet of Things and Industry 4.0 The book describes the environment in which products are ideated developed manufactured supported and retired before addressing the main components of PLM and PLM Initiatives These include product related business processes product data product data management PDM systems other PLM applications best practices company objectives and organisation Key activities in PLM Initiatives include Organisational Change Management OCM and Project Management Lastly it addresses the PLM Initiative showing the typical steps and activities of a PLM project or initiative Enhancing readers understanding of PLM the book enables them to develop the skills needed to implement PLM successfully and achieve world class product performance across the lifecycle

**Agent Supported Cooperative Work** Yiming Ye, E. Churchill, 2012-12-06 Improvements in computer networking have heralded great expectations for computer mediated distributed work However experience has revealed that as information flow improves a central problem for distributed workers is the administration management and control of that information Research into Computer Supported Cooperative Work CSCW investigates design methods and technologies for the support of collaboration communication and coordination of distributed group work both within and among organizations In tandem with this focus on the support of distributed communication and collaboration there have been exciting developments in the fields of Intelligent Agents and Distributed Artificial Intelligence DAI notably in the concepts theories and deployment of intelligent agents as a means of distributing computer based problem solving expertise The paradigm of multi agent systems forms a proposed basis for the design of CSCW architectures the support of CSCW operations and for addressing some of the problems of cooperative working The application of a multi agent approach to CSCW makes information exchange among the participants easier by delivering support to the participants assisting workflows and procedures and providing convenient user interfaces to CSCW systems Furthermore the ideas inherent in such an approach are also applicable to other domains such as support for

interactive learning Organizations that seek to exploit the advantages offered through CSCW will benefit from the integration of agents in the management and use of their corporate knowledge especially with the advancement of wired or wireless networking pervasive computing and other information technologies Agent Supported Cooperative Work describes the state of the art in this exciting new area covering both theoretical foundations and practical applications of ASCW It is the first book explicitly dedicated to ASCW bringingtogether contributions from international experts in the field

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