**Requirements Document**

**Project:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 1. Introduction

## 1.1 Purpose/Scope

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## 1.2 Assumptions, dependencies, and constraints

## Assumptions:

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## Dependencies:

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## Constraints:

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## 1.3 Business need

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# 2. General information

## 2.1 Challenge/Opportunity

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## 2.2 Feature/Project description

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## 2.3 Project objectives

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# 3. Detailed requirements

## 3.1 Common requirements

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## 3.2 Business requirements

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## 3.3 Other requirements

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**Approval**

Sponsor Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sponsor Signature Date