



Documentation Standards Workshop

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Workshop Goals

- Identify areas where documentation can and should be improved
- Identify gaps in current documentation
- Understand Your needs for additional documentation types
- Document improvement initiative



Current Documents

- Business Requirements Analysis Document (BRAD)
- Business Solutions Document (BSD)
- Business Message Standard (BMS)
- FastTrack Reports
- GDD



Legacy Documentation

- Business Requirements Worksheet (BRW)
- Business Requirements Document (BRD)



Optimize Current Documents

- What needs changed?
- What do you like?
- Causes of Confusion?
- Identification of Target audience?
- How do I find what I need?
- Who do I go to for support and help?



Collateral Documentation

- Implementers Packet
- How To's
- Best Practices
- FAQ's and Lessons Learned



Going Beyond Documents

Non Document Tools

- Style Sheets
- Web Services
- Dynamic XML
- Custom Web Reports
- Copies of our Models



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