Use Case Requirements Validation Checklist

**General**

|  |  |
| --- | --- |
|  | Unique name  |
|  | Reflects the functional role and purpose of the use case |
|  | Includes all relevant actors |
|  | Avoids ambiguities, omissions, and impreciseness |

**Pre-Conditions**

|  |  |
| --- | --- |
|  | Explicit |
|  | Describes the state of the system when the use case begins, including data that must exist as well as data that must not exist |
|  | Captures a valid business situation |

**Basic Flow**

|  |  |
| --- | --- |
|  | Consistent and compliant with relevant business rules |
|  | Includes only information that is relevant to the use case |
|  | Includes no references to other use cases that include this use case |
|  | Includes events in the correct order |
|  | References named alternate and exception flows at the appropriate points |
|  | References non-functional requirements that are specific to the use case, as applicable |
|  | Uses actor names instead of pronouns |
|  | Avoids the use of adverbs, adjectives, pronouns, synonyms, and negatives |
|  | Uses the present tense throughout |
|  | Avoids the use of design terms, such as user interface design or database design terms, including but not limited to: click, button, screen, record, table, database, process, data, information |

**Alternate Flows**

|  |  |
| --- | --- |
|  | Named |
|  | Comprehensive |
|  | Correctly state its starting point in the basic flow  |
|  | Last step indicates the returning point within the basic flow |

**Exception Flows**

|  |  |
| --- | --- |
|  | Named |
|  | Correctly states starting point in the basic flow |
|  | Comprehensive |

**Post-Conditions**

|  |  |
| --- | --- |
|  | Explicit |
|  | Captures a valid business situation |
|  | Describes the state of the system when the use case ends, including data that must exist as well as data that must not exist |

**Process: Follow-On Activities**

|  |  |
| --- | --- |
|  | Use case and associated documents are considered “final documentation” after sign-off has occurred* Traceability is updated, up to the applicable test case/script
* Issues are assigned to appropriate parties and if necessary added to the project issue database
* Final documentation is copied and made available in a document repository
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*Extracted from BA112: Plan, Manage, and Communicate Requirements*