



Functional Specification Work Sheet

Statement of Objective – Specify functional objective of this requirement.

| |
|--|
| |
|--|

Operational Statement – Specify what work this function will perform.

| |
|--|
| |
|--|

Business Case – Specify what business use this function will satisfy.

| |
|--|
| |
|--|

Return on Investment – Quantify how this function will increase revenue.

| |
|--|
| |
|--|

Service Level – Specify what service level is required.

| |
|--|
| |
|--|

Comments – General supportive commentary.

| |
|--|
| |
|--|

Name:

Dept:

Extension:

| | | |
|--|--|--|
| | | |
|--|--|--|