



GROSSMONT-CUYAMACA  
COMMUNITY COLLEGE DISTRICT

# Functional Specifications

***<Project name goes here>***

First Draft: **<date>**

Last Updated: **<date>**



<b>Revision History</b>			
<b>Rev. #</b>	<b>Date</b>	<b>Name</b>	<b>Description of Changes</b>
1.0			
1.1			

*\* Note any changes within the document by adding your initials and the date in front of the change.*

<b>Project Information</b>			
<b>Project ID #</b>	(Assigned by IT)		
<b>Summary</b>			
<b>Date Started</b>		<b>Need by Date</b>	
<b>College/District</b>			
<b>Department</b>			

<b>Contacts</b>			
<b>Function</b>	<b>Name</b>	<b>Title</b>	<b>Email</b>
<b>Project Manager</b>			
<b>Functional Lead</b>			
<b>Sponsor/Approver</b>			
<b>IT Business Analyst</b>			
<b>Programmer Analyst</b>			
<b>Networking Contact</b>			
<b>IT Operations Contact</b>			
<b>Data Warehouse Contact</b>			



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## 1 Overview

### 1.1 Summary of the Problem

Describe problem.

### 1.2 Current Process

Describe how the current process is run start to finish

### 1.3 Business Process Flow

Use Process Flow Diagram, if appropriate.

## 2 Proposed Solution

Describe the proposed solution and indicate how it meets the requirements

## 3 Requirements

### 3.1 Functional requirements

Document changes to business rules, configuration, forms, menus, process flows, programs, interfaces, etc.

### 3.2 Technical Considerations

Document changes or new development of programs, batch processes, scripts, databases, networks, hardware, etc.

### 3.3 Security Requirements:

Documents if there are any new security setup or assignments needed.

## 4 Test Plan

Link to a test plan document or describe scenarios, test cases, test data, test steps, and results.

## 5 Training Requirements

Describe any training needed for end users or for support.

