



**Tech has no borders.**  
Neither should you.

**mckinley & rice**

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# The Project Analysis

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# Project Analysis

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## Client Information

Name	
Contact Person	
Email address	
Phone number	
Address	

## Description of the client

- Brand
- Vision
- Mission
- Objective

## Overview

The project brief is the final stage in the process of defining the client's requirements for the development of a built asset:

- The statement of need is the first attempt to describe the possible requirements of the project.
- The strategic brief develops from the statement of need and describes the client's requirements in sufficient detail to allow the appointment of consultants. It is then developed further with the benefit of comments made by the consultants.
- The project brief is the key document upon which the design will be based.

The project brief will evolve through the project brief stage and the concept design stage with the benefit of information gained from consultations with the client and other stakeholders and ongoing design development.

## Project information

- Objectives and priorities of the project.
- Ensure resource, time and budget parameters are aligned with the client's vision and needs.
- Ensure expectations are reasonable and attainable.
- Clarify client roles and the project structure.
- Establish how much the client knows already and their level of experience; do they already have a clear brief?
- Gather contextual information.
- Request timeline

Establish the building life span and flexibility requirements.

It may be developed based upon:

- Existing information such as the business case, the statement of need and the strategic brief.
- Site surveys, site information and site appraisals.
- Analysis of existing accommodation.
- Workshops with champions and user panels to establish needs, expectations and priorities.
- Input from other stakeholders.
- A wider consultation process.
- Interviews.
- User surveys.
- Input from statutory authorities, such as the fire brigade, statutory utilities, local authority, heritage organisations, and so on.

## Advertising and branding guidelines / Requirements

Example: Logos, tagline, etc

## Target Audience

Example: age, sex, professional,

## Project requirements

Functional / Feature Requirement

- Demo 1
- Demo 2

Resource Requirement

Manpower

Member	Skill	Man hour

Development

Framework	Libraries	Languages

Hardware

Computing	Sensors	Presentor


Software

Design tools	Development tools	Deployment/ Testing tools

## Hurdles & Obstacles

- Interviews.
- User surveys.
- Input from statutory authorities, such as the fire brigade, statutory utilities, local authority, heritage organisations, and so on.



# Project Deliverable Scope

Example: What end product and its functionalities or features will be

## Success Measure

How you can finalize project status in feature and progress

### We all need to know basic 5 things

1. Good Development for Scalability Takes Time
2. Requirements Documentation is Critical for Scope
3. "Little Changes" Aren't Always Easy
4. Sometimes Developers Need to Research
5. No, Testing Can't Be Skipped



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#### India

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