This document outlines the full scope of SteelTrace Professional 4.0 and how it can bring value to you and your organization.

SteelTrace Professional offers the first requirements capture and project definition solution that both business and technical users 'get'. Projects start right and deliver fully on business needs, on time and budget. SteelTrace merges the power of visualization with the weight of automated full requirements documentation and is a key strategic solution for driving project success.

Over 70% of IT projects fail; all too often the reason for failure is that; the software delivered is not what the customer actually wants or is delivered far behind schedule with unplanned for change. Such failures occur because there is no structured way to capture business requirements, there is no simple way to translate requirements into a format that customers, designers, developers and other stakeholders can use. Thus programmers are forced to take business decisions that only the customer should be making while the customer is often left unsatisfied with the delivered product or solution.

Furthermore, requirements are often set out in monolithic documents that can only be edited by one person at any one time even in a large project where several analysts may be involved in requirements capture. Maintaining such documents is a difficult, error-prone process because a change made to one set of requirements may have serious ramifications elsewhere. SteelTrace™ Professional was designed to help solve all of these problems and, by so doing, to dramatically reduce the risk of project failure.

Now offering a full history of changes and sophisticated reporting, SteelTrace Professional, with its unique usability and ease of deployment, is the ultimate tool for successful requirements capture and project definition.

SteelTrace Professional provides a comprehensive environment for capturing, viewing and managing of structured requirements. It provides a rich graphical interface for building scenarios and linking them together, a document generation and round-tripping system, an interface with industry-standard UML modeling tools and full audit tracking of changes. SteelTrace Professional is designed to capture and track requirements from the inception of an IT project right through to its conclusion. Most importantly, it is designed to fit seamlessly with the natural work practices of customer facing Business Analysts. Its interface is intuitive with very little training required and can be used unobtrusively at customer meetings.

SteelTrace gives you successful project definition. Everytime.

"Using SteelTrace is an easy and intuitive way to capture business requirements in a standard format. I believe SteelTrace strengths are in its power and simplicity in capturing processes and requirements"

Cora Carmody, CIO, **Invensys** (one of the top 100 IT leaders in Computerworld's Premier 100)

invensys

DEFINE

SteelTrace makes it really easy for you to capture, define and display your project requirements. All of your stakeholders' needs can be captured and reflected in the way that suits each best, whether graphically or textually, in multiple formats. SteelTrace's structured definition of requirements and intuitive flow-charting simplify requirements capture and project definition and maximize acceptance across stakeholders. This eases project management, planning, reporting and, above all, communication. By being able to communicate in the manner that suits each best, all requirements are included and buy-in is maximized among all stakeholders.

This hands-on involvement with business users speeds up the specification process and enhances their visibility of, and confidence in, the project definition process. The easy and complete requirements capture and definition that SteelTrace brings is a critical success factor for project fulfillment. As well as assuring project success, re-work costs are reduced.

By structuring the requirements definition process within a natural framework, a logical flow is created for the project, ensuring that all aspects are catered for and that nothing is omitted. The adoption of a standard project look and feel across an organization also means that projects can be more easily understood by both business and IT.

As well as providing a standard project structure for the organization, SteelTrace also encourages the use of a Project Glossary – a set of standard and defined terms and phrases to ensure coherence and consistency and to avoid mis-understanding as a result of ambiguous terminology.

COMPUWARE

SteelTrace's main project definition page (see right) has a standard requirements tree allowing navigation through the project structure (top left hand corner), a graphical flow chart that automatically shows the natural chain of events – the steps, branches and alternate flows with which the Project must deal (top right hand corner), detailed text describing each step that makes up the project requirements (bottom right hand corner) and (bottom left) standard and custom properties and characteristics associated with each requirement outlining any operational requirements that must be met e.g. scalability, distribution, infrastructure, etc.
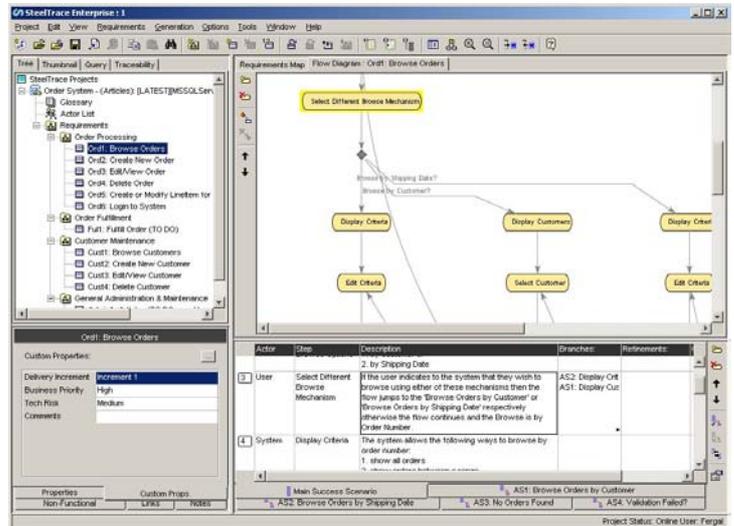
SteelTrace also offers a number of features that make it particularly easy and quick to define your project requirements:

- ❑ **Easy creation of requirements and their scenarios**. Multiple scenarios can be created consisting of steps. Scenarios and steps can be re-ordered, moved, linked or deleted with an intuitive set of GUI-based actions.

- ❑ **Easy grouping of similar requirements**. Requirements can be packaged into logical groupings while still being able to reference requirements in other packages via branches or refinements.

- ❑ **Textual and flow-diagram representation of scenarios**. The intuitive, graphical flow-diagram representation of scenarios automatically updates when the textual representation is altered, requiring no user knowledge of standard diagramming notations.

- ❑ **Easy searching and editing of project artifacts across multiple projects**. Several projects can be opened simultaneously within a single SteelTrace Professional session. Artifacts can be located and moved between projects via the clipboard.

- ❑ **Connection of different requirements via branches**. Requirements can jump to other requirements, allowing the sharing of specific requirements (such as Login) across the project.

- ❑ **Decomposition of requirements via refinements**. High-level requirements can be broken down fully, thereby allowing the creation of a hierarchy of requirements showing differing levels of detail.

- ❑ **Baseline labeling for major version releases**. A project's state can be labeled at any time, providing a permanent snapshot of the project at a given point.

DOCUMENT

SteelTrace's automatic document generation and round-tripping system turns the production of high-quality, accurate requirements documents into a simple task. Multiple formats are available so that stakeholders can communicate in the way that suits each best (i.e. Word, Excel, Charts, etc.). Edits and changes can also be merged back into the main project – making it really easy to manage and control the edit process. SteelTrace makes it a simple matter to generate detailed documents and reports outlining specific project parameters based on a wide selection of pre-canned templates or on customized reports using company-specific branding and styles. Multiple output formats are available so that stakeholders can communicate in the way that suits each best (i.e. Word, Excel, Charts, etc.). Their edits and changes can also be incorporated directly back into the main project – making it simple to manage and control the edit process. A sample document is shown (see right) outlining a set of requirements associated with a particular project.

SteelTrace™

Other project documentation and reports can be easily generated and circulated in the format most suitable to the individual stakeholders. Requirements can be sorted and prioritized based on any metric provided (cost, urgency, etc.), with advanced queries and associated reports generated.

All reports and documents include associated artifacts (e.g. sample screen shots) and any other custom properties associated with the requirements concerned, ensuring completeness and accuracy.

As well as outputting project data to documentation and reports, projects can also be exported intact for other uses such as MS Project, CSV files and other formats.

SteelTrace enables:

- ❑ **Automated Generation of requirements documents** in Microsoft Word 2003, Word 2002 and Word 2000 formats.

- ❑ **Reversal of requirements documents into main project**. A customer can edit a Word format document and their changes can be quickly reversed back into the original requirements specification, keeping the repository and documents in sync. and helping the customer make their inputs easily and comprehensively.

- ❑ **Management of document templates**. Document Templates allow customization of generated documents, changing the layout, content and branding to suit individual projects, customers and company standards.

- ❑ **Publication to Web**. SteelTrace ships with a number of pre-canned web reports that allow the entire project to be published to an internal or external web server. Developers, QA and other stakeholders can easily review the project requirements online in an easily digestible format.
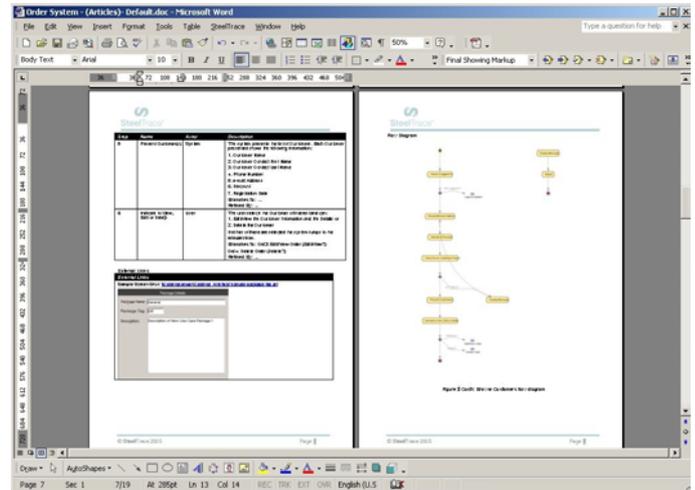
Enabling all stakeholders to review and edit the project in the most suitable way for them, on-line or off-line, is the most powerful way to secure accuracy and buy-in throughout the project life-cycle.

SteelTrace also enables the creation of Custom Properties and Fields within each requirement, package and project, dramatically increasing the flexibility of the project data to hold data specific to the needs of different roles. This makes it extremely easy to attribute qualities to project requirements and elements. Priorities can also be set within projects and it is very easy to sort within the project for specific classes or categories of requirements (i.e. high-risk, completed, etc.). Domain-specific information can also be captured alongside project requirements. Custom Properties can be set as either freeform or 'bound', the latter meaning you can select from one of a list of predefined values.

CONCLUSION

SteelTrace is the proven leader in requirements capture and project definition. It is easy to understand by all stakeholders and accelerates this phase and improves the ultimate quality of the project.

Already powering requirements for leading Fortune 100 companies and many organizations around the world, Steeltrace continuously evolves to deliver the very best levels of usability, communication and collaboration available in the market.

SteelTrace Professional's intuitive, natural language approach to requirements gathering confers a number of immediate and significant benefits for the Business Analyst, the Systems Analyst, the Project Manager and, above all, the customer (internal or external). Most importantly, it increases the

accuracy of requirement specifications and provides a communications bridge between business users and programmers.

Greater accuracy is achieved because with SteelTrace Professional, all requirements are written in natural language, and presented as standard, readable documents. This means that the customer can understand them fully and become truly involved in the specification of the project. A fully involved customer can provide meaningful input into the specification and have a rich understanding of what it is that will be built. Ultimately, this will mean that specification completely fulfils customer desire.

Many development projects fail due to inadequate requirement capture and tracking techniques. SteelTrace Professional facilitates accurate, comprehensible requirement specification that can be shared by business people and software developers alike. Therefore, it vastly reduces the risk of project failure.

SteelTrace Professional is aimed primarily at teams of Business Analysts, Systems Analysts, Project Managers and Architects/Designers working concurrently on projects and their components. The tool enables seamless interfacing with customers and developers.

Despite its rich feature set, and its capacity to produce large project specifications, SteelTrace Professional is a stand-alone solution that does not require the services of external databases.

Only one person at a time works on the project within the SteelTrace Professional environment itself. If you are one of a team needing to create larger projects with multiple stakeholder input, you may instead need a requirements gathering solution that allows multiple analysts and managers to work concurrently on the same object within the same environment. SteelTrace's team-based solution; Enterprise, fulfils this need. Please refer to the relevant documentation for details of the additional facilities that these tools provide.

Let Steeltrace give you the structure and the easy-to-use functionality to help you deliver your projects effectively, on time and in budget, no risk.

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System Requirements for SteelTrace Professional

- Pentium 3-class processor or equivalent
- 256 MB of RAM (minimum)
- 60 MB of available hard disk space
- Microsoft Windows 2000 with latest Service Pack, Windows XP with latest Service Pack
- Microsoft Word 2000, Microsoft Word 2002 or Microsoft Word 2003
- Adobe Acrobat Reader for SteelTrace Help Files.