

# Writing up specifications

Hands-on course of 2 days - 14h

Ref.: CCH - Price 2026: 1 540 (excl. taxes)

## EDUCATIONAL OBJECTIVES

At the end of the training, the trainee will be able to:

- Describing the main functions of an application to be developed with UML
- Writing the clauses of a set of specifications for software development
- Describing the development plan and project monitoring requirements in the specifications
- Adding to particular specifications (integration, web, etc.);

## THE PROGRAMME

### 1) Specifications: Goals and types

- Expressing a need, forming a contractual relationship.
- Types of specifications Roles of specifications Life cycles
- The stakeholders involved. Project owners and lead contractors. Roles and responsibilities. Approval and decision-making
- Role of pilots in specifications.
- Role of users. Role of experts

### 2) Contents of specifications

- Standard sections.
- Technical specifications, context of the project, description of needs, constraints, stakeholders.
- Legal clauses.

### 3) Specifications for software development

- An approach to defining the target information system. Diagnosing what already exists.
- Describing the context, the data, the business processes, the workflow.
- Describing the functions of the future application, the technical and software architecture.
- Defining the expected product in terms of quality.
- Representation techniques. Methods and diagrams. UML and Merise models
- Participation in the expression of needs. Stakeholders, participatory work techniques.

*Hands-on work : Determining quality factors, criteria, and metrics. Translating a need, having it approved and translated for a lead contractor.*

### 4) The development strategy

- How do you prepare a strategy? Risk assessment, risk reduction.
- Development plan, guidance measures, scheduling, setting up structures.
- Dividing the work into projects, into batches.
- General planning. Project monitoring requirements.
- Requesting additional services (functional acceptance work, data migration, etc.).

*Hands-on work : Development strategy and assessment.*

### 5) Other specifications

- Specifications for a software suite.
- Sections of integration specifications.
- For a Web solution. The specific sections.
- Specifications for project owners.

#### TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

#### ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

#### TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

#### TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

#### ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@ORSYS.fr to review your request and its feasibility.

## DATES

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### REMOTE CLASS

2026 : 26 mars, 21 mai, 08 oct.,  
19 nov.