# REQUIREMENTS DOCUMENTATION TEMPLATE

**Project Title:** ____________________________  
**Date Prepared:** ____________________________

<table>
<thead>
<tr>
<th>Stakeholder</th>
<th>Requirement</th>
<th>Category</th>
<th>Priority</th>
<th>Acceptance Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>Identify the name or organization of the stakeholder</td>
<td>Identify the requirement.</td>
<td>Assign a category.</td>
<td>Prioritize in total or by category.</td>
<td>Define the criteria for acceptance.</td>
</tr>
</tbody>
</table>

---

**Integrated Knowledge Management**
PMP CERTIFICATION SINGAPORE

About iKompass

iKompass is a Project Management consulting and training company dedicated to enhancing skills for anyone involved in project activities. iKompass has the highest recorded independently audited pass rate for the PMP certification training in Singapore. With its main Asia office in Singapore, iKompass runs PMP certification classes in Malaysia, Philippines, Indonesia and Singapore.

iKompass is a registered Global Education Provider for the Project Management Institute USA. iKompass has the highest pass rate for PMP training in Singapore.

www.ikompass.edu.sg

Click here for more templates