­­­



**New Feature Request Template**

28/11/17



CONTENTS

[New Feature Request Template 2](#_Toc505688743)

[Introduction 2](#_Toc505688744)

[Raising a New Feature Request 3](#_Toc505688745)

[Overview 3](#_Toc505688746)

[Reporting and Engagement 4](#_Toc505688747)

[Security Considerations 4](#_Toc505688748)

# New Feature Request Template

### Introduction

The purpose of this document is to help guide the initial request for feature requests. There are a number of important considerations to make when requesting a new feature which will be outlined in this document.

Janison values customer requests and will endeavour to do the following:

* Fully understand the need/pain which has triggered the feature request
* Fully understand the business process and business model that relate to the feature request
* Confirm that the feature request aligns with our shared vision for your Tenant
* Offer alternative solutions where appropriate
* Offer trusted advice on the best approach to solving the feature request

## Raising a New Feature Request

Please complete the following questions for your new feature.

*Please do not feel constrained by this template, adjust the size of text boxes, paste images, add new sections etc to ensure we capture all request details.*

### Overview

Please provide a brief description of the new feature. It sometimes helps to describe a feature using User Story notation (<https://www.youtube.com/watch?v=LGeDZmrWwsw>)

As a <role> I want to <objective> so that <feature value-add>  
  
Acceptance Criteria:

1. <Further breakdown the expectations of feature behaviour>

Please describe the pain points that this feature will resolve. Include details such as process efficiency, profitability, new business opportunities, etc.

Do you have a vision for what the solution looks like? Please attach mock-ups if required, otherwise please describe suggested solutions if any. At Janison we love working collaboratively to design the best solution, however, if you have some ideas to bring to the table we would love to hear them.

### Reporting and Engagement

Does this new feature have reporting requirements?

How will user engagement be monitored? User engagement is an important metric to ensure a feature is a success or needs improvement.

How will the feature be measured for success?

### Security Considerations

Please list any security concerns that this feature may introduce. Consider information that may be stored, transferred and displayed to users.