**WORKSHEET - Customer Needs and Corresponding Technical Specifications**

This worksheet is provided to make it easier for you to create a table of customer needs and technical specifications for your project. Simply edit the provided table with the information for your project. When complete, you can delete these instructions and copy the table into your report. Note that this is **not** needed for the Mini-Project’s Final Technical Memo.

Table 1 - Customer Needs and Corresponding Technical Specifications

| **Customer Needs** | **Technical Specification** | | |
| --- | --- | --- | --- |
| **Metric** | **Target Value / Range of Values** | **Actual Value / Range of Values** |
| User Comfort | Noise Level | 70db Max |  |
| User Comfort | Device weight | 30 lbs Max |  |
| Size – it should fit in my bathroom | Height x width x depth | Up to 10’x12’x10’ |  |
| Can be used by a child | Age | 3-10 years old |  |
| Can be used by a child | Strength | 5 lbs or less to operate |  |
| Can be used by a child | Height | Operating controls no more than 3 feet above ground/floor |  |
| Air dry my winter clothing to be “dry to the touch” | Moisture content at 65 degrees F | 2% - 10% |  |
| Support a person | Weight (based on large adult) | 250lbs min |  |
|  |  |  |  |

The above is a sample table showing a number of customer needs and how they have been converted to technical requirements.

Notes:

* create additional rows as needed
* delete the *italicized example*
* keep one customer need with corresponding technical specification per row
* create additional rows with the same customer need if there are multiple technical specifications
* After each specification is identified, identify the related metrics for it as either a single value (usually an upper or lower limit) or as a range of values.
* Note the last column in the table. Once the project is built you can record your final test result here to help show which requirements you were able to achieve and which ones were not accomplished. A fair, honest and accurate evaluation is critical for good project management!