

App / System Discovery Brief

One-page foundation for any new build or modernization project · Prodora Template

Complete this brief before detailed scoping. It captures the essentials that prevent expensive misalignment later. Keep answers short and concrete.

Project Name	Date	Prepared by

1. Business Goal

In one or two sentences: what business outcome should this software enable or improve?

2. Primary Users & Their Context

Who will use this daily? What is their role, environment, and current way of working?

3. Core Problem / Pain Today

What is broken, missing, or painful about the current process or system?

4. Success Metrics

How will we know this worked? (e.g., time saved, error rate, adoption, reduced manual steps)

5. Scope Boundaries

List the must-haves, should-haves, and explicit out-of-scope items.

Must Have (non-negotiable)	Should Have (important)	Out of Scope (explicitly not now)

6. Constraints & Risks

Budget range, timeline pressure, integrations required, compliance, existing systems that must stay, known technical debt...

7. Open Questions

What do we still need to learn before committing to a full plan?
