# <Topic>

<Abstract: Brief description of your topic. Some guiding questions for the abstract:

* What is the presented technique/method/process step used for? What do I gain from it?
* What does it consist of?
* What happens if I don’t use it?
* Max. 2 Pages!
* No change of font size (11 pt) or line height
* Remove this sticker before use

Max. 5 lines!

# Glossary

|  |  |  |
| --- | --- | --- |
| **Term** | **Definition** | **Is needed for …** |
| <Term 1> |  |  |
| <Term 2> | (… add further lines if necessary …) |  |

## Templates

<If your method(s) is/are used to collect or formalize data, insert your template(s) here. Take as much space as you need, provided you do not exceed the 2 page limit.>

# Method Descriptions

## Basics

<Here is a brief description of how the techniques/methods work, which you use to collect / analyse / document / formalize / prioritize / … requirements data>

Max. 5 lines!

### Challenges and Pitfalls

<What is most important? What is easy to get wrong if you are not so experienced? What is easy, what is difficult to learn?>

## <Method 1 (please change title to method name)>

<Most important features of the method. Add pictures, diagrams, tables if useful.>

## <Method 2 (please change title to method name)>

<Most important features of the method. Add pictures, diagrams, tables if useful.>

## Recommendations

<Which of these methods should be used when?>

# Miscellaneous

<Any further information you would like to include - e.g. if there is a particularly good book to read. Be bold - dare to give subjective recommendations!>