

Technical Specification Template

A ready-to-use framework for creating clear, consistent documentation. Replace bracketed prompts with information specific to your organization.

Document Title	[Enter title]	Document ID	[ID-001]
Owner	[Name / Role]	Version	[1.0]
Effective Date	[Date]	Review Date	[Date]

01 - Specification Information

[Enter specification information here.]

02 - Purpose

[Enter purpose information here.]

03 - Scope

[Enter scope information here.]

04 - Functional Requirements

Item	Details / Instructions	Owner / Status
[1]	[Enter details]	[Enter owner/status]
[2]	[Enter details]	[Enter owner/status]
[3]	[Enter details]	[Enter owner/status]

05 - Technical Requirements

Item	Details / Instructions	Owner / Status
[1]	[Enter details]	[Enter owner/status]
[2]	[Enter details]	[Enter owner/status]

[3]	[Enter details]	[Enter owner/status]
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06 - Interfaces

[Enter interfaces information here.]

07 - Data Requirements

Item	Details / Instructions	Owner / Status
[1]	[Enter details]	[Enter owner/status]
[2]	[Enter details]	[Enter owner/status]
[3]	[Enter details]	[Enter owner/status]

08 - Performance Requirements

Item	Details / Instructions	Owner / Status
[1]	[Enter details]	[Enter owner/status]
[2]	[Enter details]	[Enter owner/status]
[3]	[Enter details]	[Enter owner/status]

09 - Security Requirements

Item	Details / Instructions	Owner / Status
[1]	[Enter details]	[Enter owner/status]
[2]	[Enter details]	[Enter owner/status]
[3]	[Enter details]	[Enter owner/status]

10 - Constraints

[Enter constraints information here.]

11 - Acceptance Criteria

[Enter acceptance criteria information here.]

12 - Approvals

[Enter approvals information here.]

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