



Streamlining the documentation process

ENERGY SECTOR

RESULT

8 days

Reduced draft-stage timelines by eight days and accelerated overall project delivery.

THE CHALLENGE

Collecting comprehensive input from all key stakeholders during the development of a new project's specification document.

HOW AI WAS USED

- A Business Analyst and Project Manager facilitated workshops with stakeholders, using Copilot to capture input from each participant in real time.
- Session output included a draft specification document, prepared for review by the project manager and BA.
- Reviewed draft shared with the wider stakeholder group for approval, then handed to the technical team as the basis for the functional specification.

WHAT IT PRODUCED

A clearly documented business requirements artefact that fed directly into more accurate and reliable functional specifications.

REUSABLE PATTERN

Run the requirements workshop with AI capturing in real time; let the draft be the session output, not the follow-up task.

AI TOOLS & COMPONENTS

Copilot

AI dictation (Teams)

Document generation

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See how this pattern could apply inside your business.

START THE CONVERSATION