

Project Design Phase–II
Solution Requirements (Functional & Non-functional)

Date	15 February 2026
Team ID	LTVIP2026TMIDS78015
Project Name	Importing & Securing Data in ServiceNow
Maximum Marks	4 Marks

Functional Requirements

Following are the functional requirements of the proposed solution.

FR No.	Functional Requirement (Epic)	Sub Requirement (Story / Sub-Task)
FR-1	User Authentication	Implement secure login through ServiceNow user authentication system.
FR-2	Employee Training Management	Admin can create, view, update, and manage employee training records.
FR-3	Data Import Management	Upload employee training data using Import Sets and external files.
FR-4	Data Transformation	Map imported data to Employee Training table using Transform Maps.
FR-5	Employee Linking	Link training records to employees using reference field (sys_user table).
FR-6	Department Visibility	Display employee department information using dot-walking.
FR-7	Access Control Management	Implement Read and Write ACLs for secure access to training records.
FR-8	Role-Based Access	Allow only HR Manager role users to view and edit Employee Training records.

Non-functional Requirements

Following are the non-functional requirements of the proposed solution.

NFR No.	Non-Functional Requirement	Description
NFR-1	Usability	Training management forms should be simple and easy for HR staff to use.

NFR-2	Security	Access to Employee Training records must be restricted using ACLs and roles.
NFR-3	Reliability	Imported training data should remain consistent without data loss during transformation.
NFR-4	Performance	Training records should load quickly in list view and reports.
NFR-5	Availability	System should remain accessible to authorized users throughout organizational working hours.
NFR-6	Scalability	System should support increasing employee and training record data without performance degradation.