PROJECT BLOOM

Features Presentation

Project Mandate

PROJECT TYPE:

Project Aim: To modernise Tritek's career portal to match up with the current trends in project management and business analysis, make it more current with the latest features in the market, relevant for our administrative staff. This will be in line with making the interface and interaction of users to be seamless.

Start Date: 23/01/2023

Timeline: 8 weeks + extension

End Date: 07/04/2023

Client: Tritek

FEATURES LIST

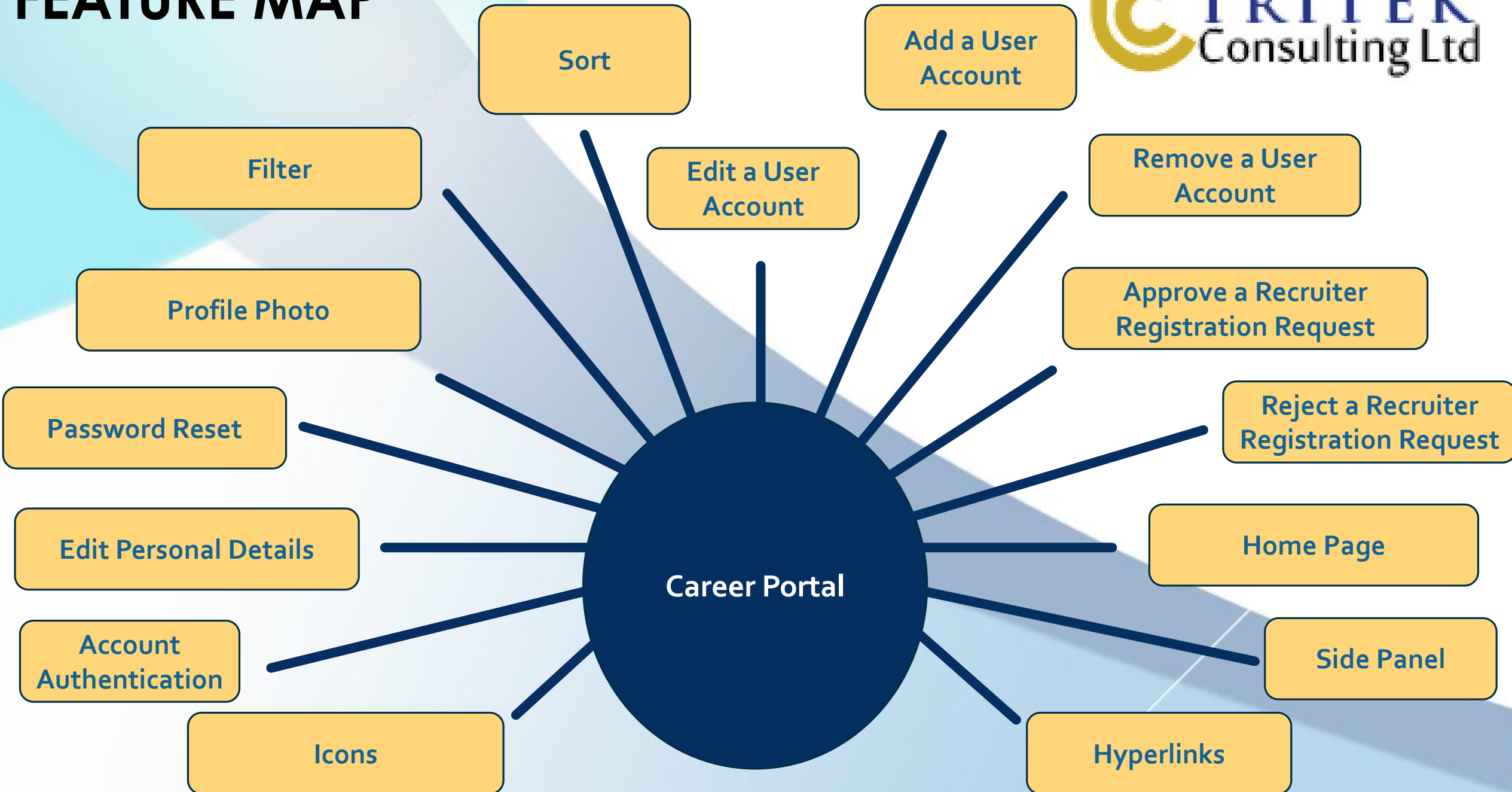| Feature ID	Feature Name
F001	Edit a User Account
F002	Add a User Account
F003	Remove a User Account
F004	Approve a Recruiter Registration Request
F005	Reject a Recruiter Registration Request
F006	Home Page
F007	Side Panel
F008	Hyperlinks
F009	Icons

FEATURES LIST CONTINUED…

Feature ID	Feature Name
F010	Account Authentication
F011	Edit Personal Details
F012	Password
F013	Photos
F014	Filter
F015	Search
F016	Sort
F017	Send Emails to Users
F018	Automated Push Notifications

FEATURES LIST CONTINUED…

Feature ID	Feature Name
F019	Assign Tasks
F020	Task Review
F021	Upload Documents
F022	View Documents
F023	Download Documents
F024	Archive Documents
F025	Delete Documents
F026	Send Documents

FEATURE MAP

TRITEK Consulting Ltd

Career Portal

- Sort
- Add a User Account
- Edit a User Account
- Remove a User Account
- Filter
- Approve a Recruiter Registration Request
- Profile Photo
- Reject a Recruiter Registration Request
- Password Reset
- Home Page
- Edit Personal Details
- Side Panel
- Account Authentication
- Hyperlinks
- Icons

Feature Name
Edit a user account

Feature ID: F001

Solution: This feature will allow admin users to take a management position over candidate and recruiter accounts and thus control the information and development of their accounts.

Behaviours: The admin user will be able to edit user (recruiter or candidate) accounts.

KPI: Number of Attempts, Task Success Rate, Time on Task

Priority: Must Have

Feature Name

Add a user account

Feature ID: F002

Solution: This feature will allow administrators to take a management position over candidate and recruiter accounts and thus control the information and development of their accounts.

Behaviours: The admin user will be able to add a user (recruiter or candidate) to the portal.

KPI: Number of Attempts, Task Success Rate, Time on Task

Priority: Must Have

Feature Name

Remove a user account

Feature ID: F003

Solution: This feature will allow administrators to take a management position over candidate and recruiter accounts and thus control the information and development of their accounts.

Behaviours: The admin user will be able to remove a user's (recruiter or candidate) account from the portal.

KPI: Number of Attempts, Task Success Rate, Time on Task

Priority: Must Have

Feature Name

Approve a Recruiter Registration Request

Feature ID: F004

Solution: This feature will allow administrators to protect the integrity of the career portal and will ensure only users that have been verified have access.

Behaviours: The admin user will be able to approve pending recruiter registration requests (after verifying).

KPI: Number of Registered and Approved Users, Number of Attempts, Task Success Rate, Time on Task

Priority: Must Have

Feature Name
Reject a Recruiter Registration Request

Feature ID: F005

Solution: This feature will allow administrators to protect the integrity of the career portal and will ensure only users that have been verified have access.

Behaviours: The admin user will be able to reject pending recruiter registration requests (after verifying).

KPI: Average Number of Rejected Requests, Number of Attempts, Task Success Rate, Time on Task

Priority: Must Have

Feature Name

Home Page

Feature ID: F006

Solution: This feature will allow the admin users to easily navigate the portal.

Behaviours: The admin user will be able to view and access a home page and navigate from page to page via the home page.

KPI: Clicks Per Minute, Engagement Level, Dwell Time

Priority: Must Have

Feature Name
Side Panel

Feature ID: F007

Solution: This feature will allow the admin users to easily navigate the portal.

Behaviours: The admin user will be able to view and access a side panel and navigate from page to page via the side panel.

KPI: Clicks per minute, Engagement Level, Dwell Time

Priority: Must Have

Feature Name

Hyperlinks

Feature ID: F008

Solution: This feature will allow the admin users to easily navigate the portal.

Behaviours: The admin user will be able to click on words, buttons and email addresses leading them to another page.

KPI: Clicks per minute, Engagement Level, Dwell Time

Priority: Must Have

Feature Name

Icons

Feature ID: F009

Solution: This feature will allow the admin users to easily navigate the portal.

Behaviours: The admin user will be able to click on icons leading them to another page. Result: Easy navigation.

KPI: Clicks per minute, Engagement Level, Dwell Time

Priority: Must Have

Feature Name

Account Authentication

Feature ID: F010

Solution: This feature will allow the admin users to gain admission to the portal when they require.

Behaviours: The admin user will be able to login to and logout from the portal.

KPI: Number of Successful and Unsuccessful Login Attempts, Number of Successful and Unsuccessful Logout Attempts

Priority: Must Have

Feature Name

Edit Personal Details

Feature ID: F011

Solution: This feature will allow the admin users to have control over their own personal information.

Behaviours: The admin user will be able to edit their personal details within their profile.

KPI: Task Success Rate, Time on Task, Accuracy of Information

Priority: Must Have

Feature Name

Password Reset

Feature ID: F012

Solution: This feature will allow the admin users to change their password to maintain secured access to the portal.

Behaviours: The admin user will be able to change or reset their password.

KPI: Number of Password Attempts, Password Complexity Rate

Priority: Must Have

Feature Name
Profile Photo

Feature ID: F013

Solution: This feature will allow the admin users to visually define who they are.

Behaviours: The admin user will be able to add, change and edit their profile photo.

KPI: Upload Success Rate, Modification Success Rate

Priority: Could Have

Feature Name
Filter

Feature ID: F014

Solution: This feature will allow admin users to easily view and access relevant information within user profiles.

Behaviours: The admin user will be able to filter by specified criteria.

KPI: Accurate Filter Visibility

Priority: Must Have

Feature Name

Search

Feature ID: F015

Solution: This feature will enable admin users to refine the search for users and obtain necessary information.

Behaviours: The admin user will be able to search for a candidate or recruiter's profile.

KPI: Search Success, Search Visibility and Average Session Duration

Priority: Must Have

Feature Name
Sort

Feature ID: F016

Solution: This feature will enable admin users to refine their search for users and obtain necessary information.

Behaviours: The admin user will be able to sort the list of candidate and recruiter profiles in ascending order, descending order, by modified date and created date.

KPI: Average Session Duration

Priority: Must Have

Feature Name
Send Emails to Users

Feature ID: F017

Solution: This feature will create effective communication channels between the admin users and recruiters/candidates.

Behaviours: The admin user will be able send information to a user's (recruiter and candidate) email address.

KPI: Users Engagement, Users Interaction and Number of Read Receipts, Open Rate

Priority: Must Have

Feature Name

Automated Push Notifications

Feature ID: F018

Solution: This feature will enable admin users to provide and receive relevant updates to and from users in real time.

Behaviours: The admin user will be able to send notifications to other users and receive notifications based on all user activity.

KPI: Clicks per Minute, Opt-in Rate, View Rate

Priority: Must Have

Feature Name
Assign Tasks

Feature ID: F019

Solution: This feature will enable admin users to take ownership of their tasks and thus workload.

Behaviours: The admin user will be able to undertake and assign tasks.

KPI: Productivity, Task Completion Rate

Priority: Must Have

Feature Name
Task Review

Feature ID: F020

Solution: This feature will enable admin users to take ownership of their tasks and thus workload.

Behaviours: The admin user will be able to review, edit and delete tasks.

KPI: Turnaround Time

Priority: Must Have

Feature Name
Upload Documents

Feature ID: F021

Solution: This feature will enable admin users to manage documents and use them to provide supplementary information for other users.

Behaviours: The admin user will be able to upload documents.

KPI: Upload Success Rate

Priority: Must Have

Feature Name

View Documents

Feature ID: F022

Solution: This feature will enable admin users to manage documents and assess suitability and content.

Behaviours: The admin user will be able to view documents.

KPI: Viewing Success Rate, View Time

Priority: Must Have

Feature Name
Download Documents

Feature ID: F023

Solution: This feature will enable admin users to manage documents and use them to provide supplementary information for other users.

Behaviours: The admin user will be able to download documents.

KPI: Download Success Rate, Time Taken

Priority: Must Have

Feature Name

Archive Documents

Feature ID: F024

Solution: This feature will enable admin users to manage documents and use them to provide supplementary information for other users.

Behaviours: The admin user will be able to archive documents and retrieve archived documents.

KPI: Time Taken, Success Rate

Priority: Must Have

Feature Name
Delete Documents

Feature ID: F025

Solution: This feature will enable admin users to manage documents and remove outdated/invalid documents from the portal.

Behaviours: The admin user will be able to delete documents.

KPI: Deletion Rate, Time Taken

Priority: Must Have

Feature Name
Send Documents

Feature ID: F026

Solution: This feature will enable admin users to manage documents and use them to provide supplementary information for other users.

Behaviours: The admin user will be able to send documents.

KPI: Time Taken, Success Rate

Priority: Must Have