Pace

TimeSheet

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TimeSheet

A web-based softawre

Introduction

This Software Requirements Specification describes all the features, functions and specifications of the Pace timesheet web based application. The expected audience of this document are the TIIDELab instructors, stakeholders and the developers of the system for its approval.

Project Scope

The purpose of this document is to create a convenient and user friendly application that efficiently tracks the amount of time an employee has worked within a certain period of time, whilst maintaining the privacy of its users and creating a steady relationship between the employee and the employers. The app will provide three main features: time tracking and monitoring of work hours, automated maintenance of daily wages and the management and distribution of company documents.
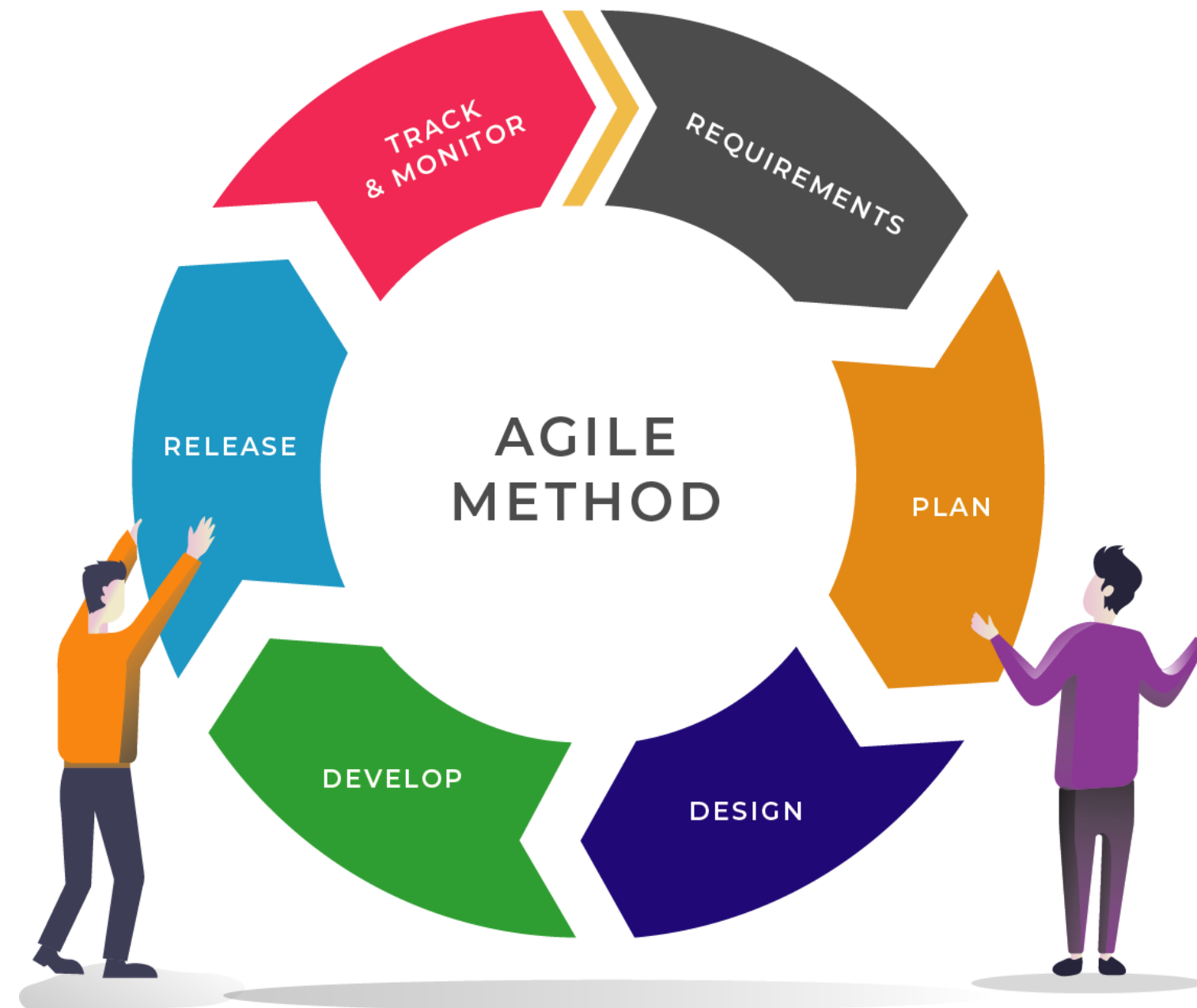
Definitions of Term

Use Case - is a description of how users will perform tasks on the web based application, it outlines, from a user's point of view, a system behavior as it respond to a request, each use case is represented as a sequence of simple steps, beginning with a user's goal and ending when that goal is fulfilled.

Sequence Diagram - A sequence diagram shows object interactions arranged in time sequence. It depicts the objects and classes involved in the scenario and the sequence of messages exchanged between the objects needed to carry out the functionality of the scenario.

Software Methodology

The Agile Method and methodology would be familiarized in fabrication of this Web application. This methodology allows a team to manage a project by breaking it up into several stages whilst involving constant collaboration with stakeholders and continuous improvement and iteration at every stage.

Main features

- Register

- Login

- Change Password

- Retrieve Password

- Document Upload

- Search and Retrieval of document

- View Document

- View attendance

- View Notifications

- Change Default Settings

- Contact Support

- Sending Notifications

- Time tracking

Actors for The Application

- **USERS**

  Unregistered Users

  Registered Users

  Internal Users

- **ADMINISTRATOR**

- **SYSTEM**

All Users should be able to access:

- Landing Page

- Employee Time Sheet Page

- Useful Links

- Commonly used terms

- Privacy Policy

- Contact us

- Content Policy

- Complaints

- Basic search

- Search and Retrieval

- Document Upload

Admin Should be able to:

- Create User Account

- Manage Document Type

- Manage Document Format

- Manage Alert

- Manage Content Purpose

- Manage Content Template

- Manage Document Type

- Manage Business Category

- Manage User

- System Should allow:

- Alerting Servicing Notification

- e-mail Events

- Predefined Reports

- Dashboard   Report

- Customized Report

All Registered Users and Internal Users should be able to:

- Login

- Change Password

- Reset Password

- Logout

All Registered Users should be able to:

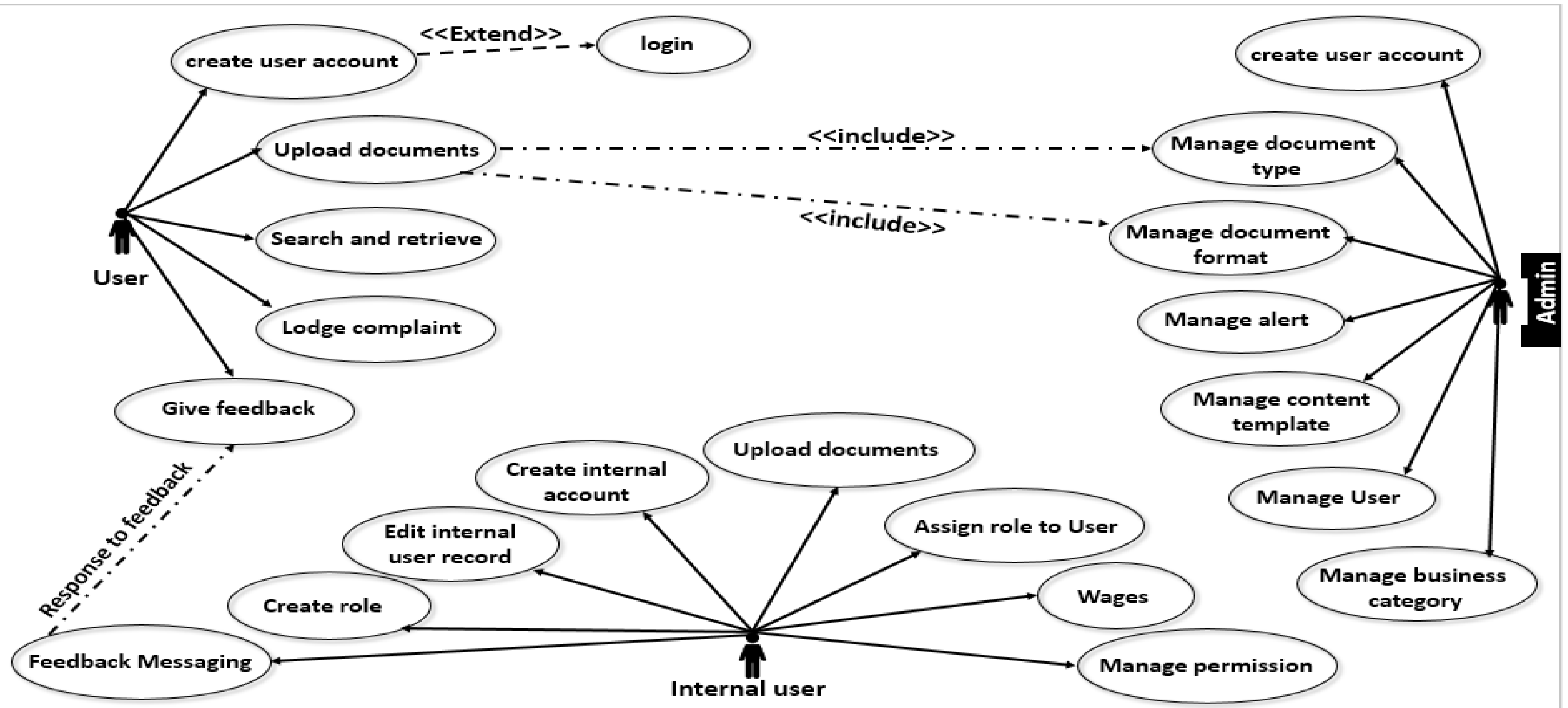- Update User details

- Submit details

All Internal Users should be able to:

- Create Internal User

- Edit Internal User Record

- Create Role

- Assigns Role to user

- Manage Permissions

- Feedback Messaging

Pace timesheet use case diagram
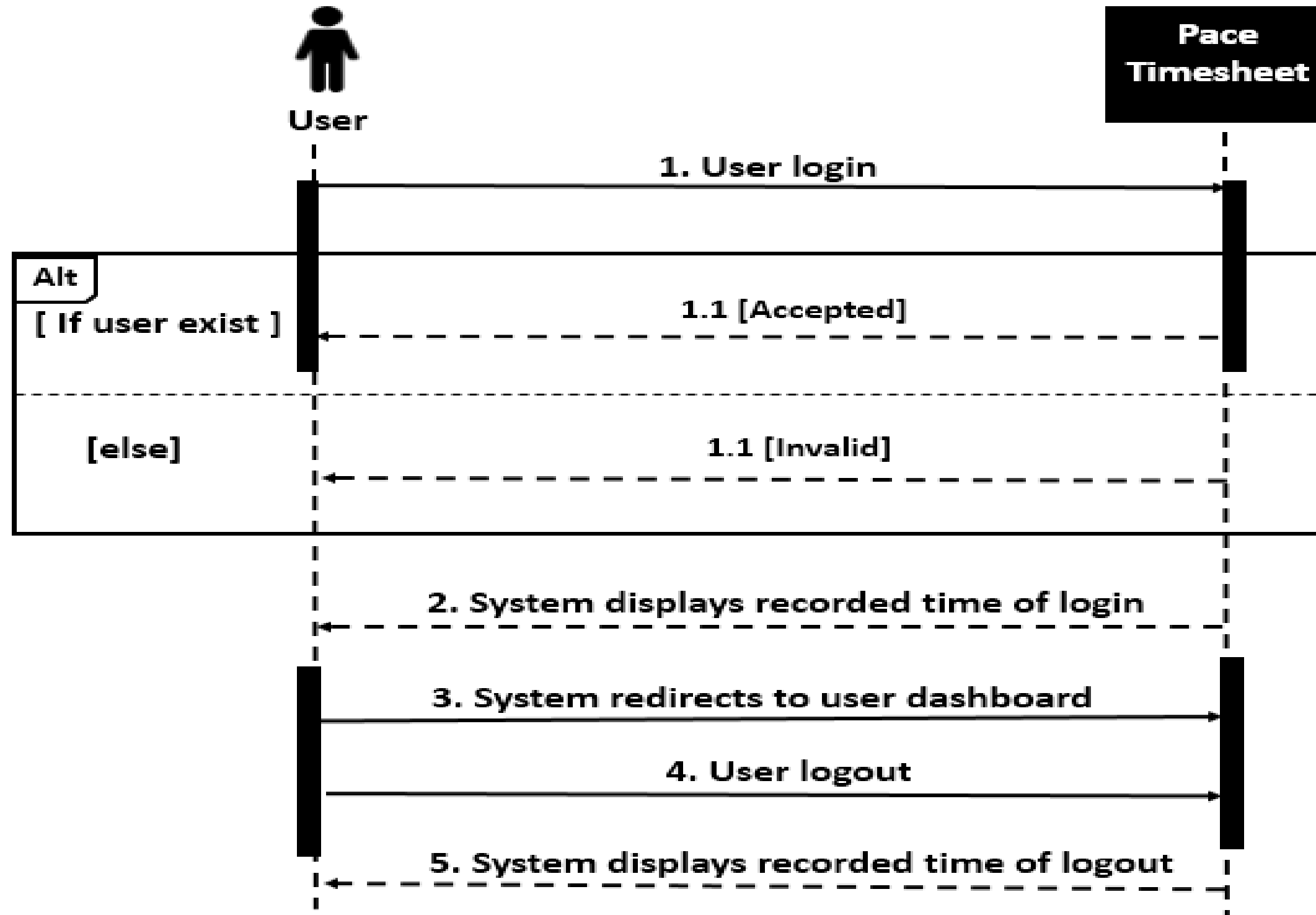
General System Overview

The Diagram below shows the relationship between the primary all actors and the Use Cases of the Pace time sheet.

Time Tracking Process

Use case: Time tracking use case

Diagram:

Brief Description

The Use case to begin time tracking process

Preconditions:

Before this use case can be initiated, user must have updated

and submitted user details.

Flow of Events:

1. User logs in

2. System displays recorded time of login

3. System redirects to user Dashboard

4. User logs out

5. System displays recorded time of log out

Exceptions:

User has not updated profile

1. System prompt User to Update Profile

2. Continue at 2.