Government of Sikkim (software) Problem Code: #**GSK4**

FILE TRACKING SYSTEM & MANAGEMENT SYSTEM College Code: **C-Code**

**PROPOSED SOLUTION**

[DoT] A Responsive Website with login for different Officers of the department, the officers can login to the Website and check-in documents by scanning QR-Code or Manual Entry the document staus will be updated every time the scan takes place. Document status history will be saved and shown in tree format as a timeline including the names of the corresponding officer who handled the document at the time.

**TECHNOLOGY STACK**

**Backend: php, MySQL**

**Front-End: Reactive HTML, AngularJS**

**USE CASE:**

Every officer of the department will be given login credentials for the web application, the officers have the facility to add a document to the system or “accept responsibility” of any document.

A Newly arriving document to any officer will be first “Added” to the system using the “Add Document” facility, on successfully adding the document a unique code and a page to print QR-Code will be shown, the officer can then print the QR-Code and tag the document with the same code.

A Document already in the system will have a QR-Code tag on it, the officer handling the document will then only have to scan the code or enter the accompanying alphanumeric code manually.This will change the status of the document from the previous officer to the current officer who is scanned the document.

An Adminstrator is also part of the system who has exclusive rights to change document status in cases of wrongly being assgined to any officer.

**DEPENDENCIES**

**Software Dependencies:**

The proposed solution is a web application, since all operating systems ship with atleast one browser pre-installed, there is no specific software dependencies however, a ***latest browser*** *would vastly improve overall performance*.

**Hardware Dependencies:**

*A Webcam* maybe required to scan QR-Codes, however this maybe avoided if the officer decides to enter code manually.

*A Printer*