# Functional Requirement

#### 1.1 Asset Registration Function

\*\*Function Number: FR-01\*\*

\*\*Description\*\*: Asset managers can register new assets, and the system automatically generates a unique asset number and saves the asset information.

\*\*Input\*\*: Asset information filled in by the asset manager, including asset name, category, specifications, purchase date, etc.

\*\*Output\*\*: Structured data containing asset information, asset registration record, updated asset overview report.

#### 1.2 Asset Inquiry Function

\*\*Function Number: FR-02\*\*

\*\*Description\*\*: Asset managers can query asset information based on conditions such as asset number, name, status, etc.

\*\*Input\*\*: Query conditions entered by the asset manager, including asset number, name, status, purchase date range, etc.

\*\*Output\*\*: List of assets that meet the conditions, asset details page, asset distribution statistical charts.

#### 1.3 Asset Modification Function

\*\*Function Number: FR-03\*\*

\*\*Description\*\*: Asset managers can modify the information of registered assets, and the system generates a modification record.

\*\*Input\*\*: Modified asset information filled in by the asset manager, including specifications, using department, status, etc.

\*\*Output\*\*: Updated asset information, asset modification record, updated asset statistical report.

#### 1.4 Asset Deletion Function

\*\*Function Number: FR-04\*\*

\*\*Description\*\*: Asset managers can delete registered asset information, and the system generates a deletion record.

\*\*Input\*\*: Asset number entered by the asset manager, reason for deletion.

\*\*Output\*\*: Asset record marked as logically deleted, asset deletion operation log, updated asset statistical report.

#### 1.5 User Creation Function

\*\*Function Number: FR-05\*\*

\*\*Description\*\*: System administrators can create new users, and the system generates an initial password and initiates an approval process.

\*\*Input\*\*: User information filled in by the system administrator, including name, employee number, department, role permissions, etc.

\*\*Output\*\*: Encrypted user information storage, user creation operation log, initial password sent via email.

#### 1.6 User Inquiry Function

\*\*Function Number: FR-06\*\*

\*\*Description\*\*: System administrators can query user information based on conditions such as employee number, name, department, etc.

\*\*Input\*\*: Query conditions entered by the system administrator, including employee number, name, department, status, etc.

\*\*Output\*\*: List of users that meet the conditions, user details page, user behavior analysis charts.

#### 1.7 User Modification Function

\*\*Function Number: FR-07\*\*

\*\*Description\*\*: System administrators can modify user information, and the system generates a change audit log.

\*\*Input\*\*: Modified user information filled in by the system administrator, including department, role permissions, account status, etc.

\*\*Output\*\*: Updated user information, user change audit log, associated business system updates.

#### 1.8 User Deletion Function

\*\*Function Number: FR-08\*\*

\*\*Description\*\*: System administrators can delete created users, and the system generates a deletion audit log.

\*\*Input\*\*: Employee number entered by the system administrator, reason for deletion.

\*\*Output\*\*: User record marked as logically deleted, user deletion audit log, associated business system updates.

#### 1.9 Approval Record Submission Function

\*\*Function Number: FR-09\*\*

\*\*Description\*\*: Approvers can submit approval comments, and the system generates an approval record.

\*\*Input\*\*: Approval comments, electronic signature, and supplementary materials uploaded by the approver.

\*\*Output\*\*: Approval record, associated business process advancement, approval completion prompt.

#### 1.10 Approval Record Inquiry Function

\*\*Function Number: FR-10\*\*

\*\*Description\*\*: Asset managers can query approval records, and the system displays results in multiple dimensions.

\*\*Input\*\*: Query conditions entered by the asset manager, including approval number, business type, time range, etc.

\*\*Output\*\*: List of approval records that meet the conditions, approval details page, approval efficiency statistical charts.

#### 1.11 Approval Record Modification Function

\*\*Function Number: FR-11\*\*

\*\*Description\*\*: Approval supervisors can modify approval records, and the system generates a modification audit log.

\*\*Input\*\*: Modified content filled in by the approval supervisor, including approval comments, signature, etc.

\*\*Output\*\*: Updated approval record, modification audit log, associated business process updates.

#### 1.12 Approval Record Deletion Function

\*\*Function Number: FR-12\*\*

\*\*Description\*\*: Approval supervisors can delete completed approval records, and the system generates a deletion audit log.

\*\*Input\*\*: Approval number entered by the approval supervisor, reason for deletion.

\*\*Output\*\*: Approval record marked as logically deleted, deletion audit log, updated statistical reports.

#### 1.13 Report Generation Function

\*\*Function Number: FR-13\*\*

\*\*Description\*\*: Asset managers can generate reports in specified formats, and the system supports multiple output formats.

\*\*Input\*\*: Report type, time range, department, and other parameters set by the asset manager.

\*\*Output\*\*: Generated report file (PDF/Excel/HTML), report generation operation log, triggered report distribution or archiving process.

#### 1.14 Report Inquiry Function

\*\*Function Number: FR-14\*\*

\*\*Description\*\*: Asset managers can query generated reports, and the system supports multi-dimensional filtering.

\*\*Input\*\*: Query conditions entered by the asset manager, including report type, time range, version, etc.

\*\*Output\*\*: List of reports that meet the conditions, report preview or download options, report analysis tools.

#### 1.15 Report Modification Function

\*\*Function Number: FR-15\*\*

\*\*Description\*\*: Asset managers can modify generated reports, and the system generates a modification record.

\*\*Input\*\*: Modified content filled in by the asset manager, including data display dimensions, chart types, etc.

\*\*Output\*\*: Updated report, modification record, associated business process updates.

#### 1.16 Report Deletion Function

\*\*Function Number: FR-16\*\*

\*\*Description\*\*: Asset managers can delete generated reports, and the system generates a deletion record.

\*\*Input\*\*: Report number entered by the asset manager, reason for deletion.

\*\*Output\*\*: Report record marked as logically deleted, deletion record, updated statistical reports.

#### 1.17 Business Process Record Inquiry Function

\*\*Function Number: FR-17\*\*

\*\*Description\*\*: Asset managers can query business process records, and the system supports multi-dimensional filtering and visual display.

\*\*Input\*\*: Query conditions entered by the asset manager, including process number, business type, time range, etc.

\*\*Output\*\*: List of process records that meet the conditions, process diagram display, process efficiency analysis charts.

#### 1.18 Business Process Record Modification Function

\*\*Function Number: FR-18\*\*

\*\*Description\*\*: Process administrators can modify business process records, and the system generates a modification record.

\*\*Input\*\*: Modified content filled in by the process administrator, including process nodes, form fields, etc.

\*\*Output\*\*: Updated process record, modification record, associated approval process updates.

#### 1.19 Business Process Record Deletion Function

\*\*Function Number: FR-19\*\*

\*\*Description\*\*: Process administrators can delete completed business process records, and the system generates a deletion record.

\*\*Input\*\*: Process number entered by the process administrator, reason for deletion.

\*\*Output\*\*: Process record marked as logically deleted, deletion record, updated statistical reports.

#### 1.20 User Login Record Inquiry Function

\*\*Function Number: FR-20\*\*

\*\*Description\*\*: System administrators can query user login records, and the system supports multi-dimensional filtering and desensitization processing.

\*\*Input\*\*: Query conditions entered by the system administrator, including user account, time range, IP address, etc.

\*\*Output\*\*: List of login records that meet the conditions, login record details page, login behavior analysis charts.

#### 1.21 User Login Record Modification Function

\*\*Function Number: FR-21\*\*

\*\*Description\*\*: System administrators can modify user login records, and the system generates a modification record.

\*\*Input\*\*: Modified content filled in by the system administrator, including login status, IP address, etc.

\*\*Output\*\*: Updated login record, modification record, associated security monitoring system updates.

#### 1.22 User Login Record Deletion Function

\*\*Function Number: FR-22\*\*

\*\*Description\*\*: System administrators can delete user login records, and the system generates a deletion record.

\*\*Input\*\*: Login record ID entered by the system administrator, reason for deletion.

\*\*Output\*\*: Login record marked as logically deleted, deletion record, updated statistical reports.