# Functional Requirement

#### 1.1 Asset Registration Function

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

\*\*Description:\*\* Users can register asset information, including asset name, model, purchase date, and usage status.

\*\*Input:\*\* Information such as asset name, model, purchase date, and usage status.

\*\*Output:\*\* Asset information is successfully entered into the system and displayed in the reports.

#### 1.2 Asset Deletion Function

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

\*\*Description:\*\* Users can initiate asset deletion requests, which are approved by administrators to remove asset information.

\*\*Input:\*\* Information of the asset to be deleted.

\*\*Output:\*\* Asset information is removed from the system, and report data is updated.

#### 1.3 Asset Transfer Function

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

\*\*Description:\*\* Users can initiate asset transfer requests, which are approved by administrators to update asset ownership information.

\*\*Input:\*\* Information of the asset to be transferred, including the new department or individual to whom it belongs.

\*\*Output:\*\* Asset information is successfully transferred, and report data is updated.

#### 1.4 Asset Return Function

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

\*\*Description:\*\* Users can initiate asset return requests, which are approved by administrators to update the asset status.

\*\*Input:\*\* Information of the asset to be returned.

\*\*Output:\*\* Asset information is successfully returned, and report data is updated.

#### 1.5 Asset Query Function

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

\*\*Description:\*\* Users can query asset information based on keywords such as asset name and model.

\*\*Input:\*\* Query keywords, such as asset name and model.

\*\*Output:\*\* A list of matching asset information, including detailed asset information.

#### 1.6 Report Generation Function

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

\*\*Description:\*\* Administrators can generate reports based on filtering criteria such as time range and asset type.

\*\*Input:\*\* Filtering criteria such as time range and asset type.

\*\*Output:\*\* Generated reports reflecting the current asset situation in the system.

#### 1.7 Report Viewing Function

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

\*\*Description:\*\* Administrators can view reports based on filtering criteria such as time range and asset type.

\*\*Input:\*\* Filtering criteria such as time range and asset type.

\*\*Output:\*\* Report data reflecting the current asset situation in the system.

#### 1.8 User Addition Function

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

\*\*Description:\*\* Administrators can add new user information.

\*\*Input:\*\* Information of the new user, including username, password, email, role, etc.

\*\*Output:\*\* New user information is successfully entered into the system and can perform corresponding operations in the system.

#### 1.9 User Deletion Function

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

\*\*Description:\*\* Administrators can initiate user deletion requests, which are approved to remove user information.

\*\*Input:\*\* Information of the user to be deleted.

\*\*Output:\*\* User information is removed from the system, and report data is updated.

#### 1.10 User Management Function

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

\*\*Description:\*\* Administrators can update or maintain user information.

\*\*Input:\*\* Information of the user to be managed, including username, permission level, status, etc.

\*\*Output:\*\* User information is updated or maintained and reflected in the system.

#### 1.11 Approval Process Initiation Function

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

\*\*Description:\*\* Users can initiate approval processes, which are approved by administrators to start the approval process.

\*\*Input:\*\* Information required for the approval process, including approval type, application reason, and involved assets or users.

\*\*Output:\*\* The approval process is successfully initiated, and relevant information is recorded in the system.

#### 1.12 Approval Process Approval Function

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

\*\*Description:\*\* Administrators can approve approval requests initiated by users and update the approval process status.

\*\*Input:\*\* Information of the approval request to be approved.

\*\*Output:\*\* The approval process status is updated, and the approval result is recorded in the system.

#### 1.13 Approval Process Cancellation Function

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

\*\*Description:\*\* Users can initiate cancellation requests for approval processes, which are approved by administrators to cancel the approval process.

\*\*Input:\*\* Number or relevant information of the approval process to be cancelled.

\*\*Output:\*\* The approval process is successfully cancelled, and relevant information is removed from the system.

#### 1.14 Approval Process Query Function

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

\*\*Description:\*\* Administrators can query approval process information based on keywords.

\*\*Input:\*\* Keywords such as approval process number, applicant name, approval type, etc.

\*\*Output:\*\* A list of matching approval process information, including approval type, application reason, current status, approval history, etc.

#### 1.15 Administrator Management Function

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

\*\*Description:\*\* Administrators can update or maintain information of other administrators.

\*\*Input:\*\* Information of the administrator to be managed, including administrator username, permission level, status, etc.

\*\*Output:\*\* Administrator information is updated or maintained and reflected in the system.

#### 1.16 Permission Allocation Function

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

\*\*Description:\*\* Administrators can allocate user permissions.

\*\*Input:\*\* Information of the user to whom permissions are to be allocated, including username and permission level to be allocated.

\*\*Output:\*\* User permissions are successfully allocated, and user permission information in the system is updated.

#### 1.17 Permission Application Function

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

\*\*Description:\*\* Users can initiate permission applications, which are approved by administrators to update user permissions.

\*\*Input:\*\* Information such as the type of permission to be applied for and the application reason.

\*\*Output:\*\* The permission application is approved, and the approval result is recorded in the system.

#### 1.18 Approval Record Generation Function

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

\*\*Description:\*\* Users can generate approval records.

\*\*Input:\*\* Information related to the approval record, including approval type, involved assets or users, approval time, etc.

\*\*Output:\*\* The approval record is successfully generated, stored in the system, and report data is updated.

#### 1.19 Approval Status Viewing Function

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

\*\*Description:\*\* Users can query approval status information based on keywords.

\*\*Input:\*\* Keywords such as approval process number, applicant name, approval type, etc.

\*\*Output:\*\* A list of matching approval status information, including approval type, application reason, current status, approval history, etc.