# Functional Requirement

1.1 Asset Registration Function

Function Number: FR-01

Description: Users or administrators can submit asset registration requests. The system needs to verify the integrity of the data and decide whether to save it directly or initiate an approval process based on the approval rules.

Input: Fields such as asset name, asset category, purchase date, purchase price, using department, storage location, status, etc.

Output: New asset information is saved to the database, and an asset number is generated. If approval is required, an approval process record is created and the approver is notified.

1.2 Asset Management Function

Function Number: FR-02

Description: Users or administrators can manage registered assets, including modifying, deleting, and deactivating them. The system needs to log operations and determine whether re-approval is needed based on the rules.

Input: Asset list information, content of fields to be modified or deleted.

Output: Updated asset information, operation log records, approval process records (if required).

1.3 Asset Transfer Function

Function Number: FR-03

Description: Users or administrators can initiate asset transfer requests. The system needs to verify the legality of the transfer data and decide whether to execute the transfer directly or initiate an approval process based on the rules.

Input: Asset list information, target using department, target storage location, reason for transfer, etc.

Output: Updated asset information, operation log records, approval process records (if required).

1.4 Asset Return Function

Function Number: FR-04

Description: Users or administrators can initiate asset return requests. The system needs to verify the legality of the return data and decide whether to execute the return directly or initiate an approval process based on the rules.

Input: List of returnable assets, reason for return, return date, etc.

Output: Updated asset status, operation log records, approval process records (if required).

1.5 Asset Report Generation Function

Function Number: FR-05

Description: Users or administrators can generate asset reports. The system needs to generate reports based on the selected filtering criteria and output format chosen by the user, ensuring data permission control.

Input: Filtering criteria (such as asset category, using department, purchase date range, status, etc.), report output format (such as PDF, Excel, etc.).

Output: Generated asset report, operation log records.

1.6 Asset Application Approval Function

Function Number: FR-06

Description: Administrators can approve asset applications submitted by users. The system needs to verify the administrator's permissions, update the approval status, and notify the applicant of the approval result.

Input: List of asset applications to be approved, approval action (approve or reject), approval comments.

Output: Updated asset application status, approval operation log records, asset information update (if approved).

1.7 Asset Permission Allocation Function

Function Number: FR-07

Description: Administrators can assign operation permissions related to assets to users. The system needs to log the permission allocation operation, which takes effect the next time the user logs in.

Input: User list information, types of assignable permissions (such as registration, management, transfer, return, report generation, etc.), permission allocation description.

Output: Updated user permission information, permission allocation operation log records.

1.8 Asset Data Import Function

Function Number: FR-08

Description: Administrators can upload asset data files. The system needs to parse and verify the data format and content, and batch-import the data into the asset database.

Input: Asset data files in Excel or CSV format, containing fields such as asset name, category, purchase date, using department, storage location, etc.

Output: Structured asset data after import, import operation log records, import result report.

1.9 Asset Data Export Function

Function Number: FR-09

Description: Users or administrators can export asset data. The system needs to generate export files based on filtering criteria and export format, ensuring data permission control.

Input: Filtering criteria (such as asset category, using department, purchase date range, status, etc.), export format (such as Excel, CSV, etc.).

Output: Exported asset data file, operation log records.

1.10 User Management Function

Function Number: FR-10

Description: Administrators can create user accounts. The system needs to verify the completeness and legality of the form data, and decide whether an approval process is required based on the rules.

Input: Fields such as username, password, real name, department, user role, contact information, etc.

Output: New user account information, user number, approval process records (if required), operation log records.

1.11 User Permission Management Function

Function Number: FR-11

Description: Administrators can manage user permissions, including adding, removing, or modifying permissions. The system needs to log permission management operations, which take effect the next time the user logs in.

Input: User list information, list of assignable permissions, permission management description.

Output: Updated user permission information, permission management operation log records.

1.12 Administrator Permission Management Function

Function Number: FR-12

Description: Administrators can manage permissions of other administrators, including adding, removing, or modifying permissions. The system needs to log permission management operations, which take effect the next time the administrator logs in.

Input: Administrator list information, list of assignable permissions, permission management description.

Output: Updated administrator permission information, permission management operation log records.

1.13 User Report Generation Function

Function Number: FR-13

Description: Users or administrators can generate user reports. The system needs to generate reports based on the selected filtering criteria and output format chosen by the user, ensuring data permission control.

Input: Filtering criteria (such as user role, department, creation time range, status, etc.), report output format (such as PDF, Excel, etc.).

Output: Generated user report, operation log records.

1.14 Approval Process Initiation Function

Function Number: FR-14

Description: Users can initiate approval processes. The system needs to verify user permissions, determine the approver based on the rules, and update the approval process status to "Pending Approval."

Input: List of applications that can initiate approval, approval type, applicant information.

Output: Updated approval process status, approval process records, operation log records.

1.15 Approval Process Approval Function

Function Number: FR-15

Description: Administrators can approve pending approval processes. The system needs to verify the administrator's permissions, update the approval status, and execute subsequent operations based on the result (such as asset registration, asset transfer, etc.).

Input: List of approval processes to be approved, approval action (approve or reject), approval comments.

Output: Updated approval process status, operation log records, related asset status update (if approved).

1.16 Approval Report Generation Function

Function Number: FR-16

Description: Users or administrators can generate reports related to approval processes. The system needs to query approval data based on filtering criteria and generate reports in the specified format.

Input: Filtering criteria (such as approval type, applicant, approver, approval time range, approval status, etc.), report output format (such as PDF, Excel, etc.).

Output: Generated approval report, operation log records.

1.17 Asset Registration Record Management Function

Function Number: FR-17

Description: Users or administrators can view or manage asset registration records. The system needs to verify permissions, support filtering, editing, deleting, and other operations, and log operations.

Input: List of asset registration records, filtering criteria, edit or delete requests.

Output: Updated asset registration records, operation log records.

1.18 Asset Transfer Record Management Function

Function Number: FR-18

Description: Users or administrators can view or manage asset transfer records. The system needs to verify permissions, support filtering, editing, deleting, and other operations, and log operations.

Input: List of asset transfer records, filtering criteria, edit or delete requests.

Output: Updated asset transfer records, operation log records.

1.19 System Log Management Function

Function Number: FR-19

Description: Administrators can view system logs. The system needs to verify permissions, support filtering, viewing details, exporting, and other operations, and log the actions of viewing or exporting logs.

Input: Log list, filtering criteria (such as operation type, operator, operation time, etc.), export request and format.

Output: Details of log records, exported log file, operation log records.

1.20 Approval History Record Management Function

Function Number: FR-20

Description: Administrators or users can view approval history records. The system needs to verify permissions, support filtering, viewing details, exporting, and other operations, and log the actions.

Input: List of approval history records, filtering criteria (such as approval type, applicant, approver, approval time, etc.), export request and format.

Output: Details of approval history records, exported approval history file, operation log records.