

High-Level Project Vision Document: GM Scan

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1. Vision

GM Scan aims to be a comprehensive and efficient digital solution for scanning and managing various types of documents, including identification cards, books, business-related materials, and general documents, enhancing productivity and organization for users.

2. Business Goals

- Improve document processing efficiency for users.
- Enhance user organization and retrieval of scanned documents.
- Provide a secure and user-friendly platform for document management.
- Potentially reduce reliance on physical document storage.

3. Scope

In Scope: * **Functions:** * ID Scan * Book Scan * Business Scan * Document Scan * **Features (for users):** * Create an account * Add to favorites * Sorting documents * Edit and delete documents

Out of Scope: * (To be defined - e.g., OCR for scanned documents, cloud storage beyond basic functionality, collaboration features, advanced analytics, integration with other systems)

4. Stakeholders

- End Users (individuals, professionals)
- Product Management
- Development Team
- Quality Assurance Team
- (Potential: IT Operations, Legal/Compliance teams)

5. Features

User Account Management:

- Create an account: Secure registration and login.

Document Handling:

- ID Scan: Optimized scanning for identification documents.
- Book Scan: Features to facilitate scanning of book pages.
- Business Scan: Scanning for business-related documents (e.g., invoices, reports).
- Document Scan: General-purpose scanning.
- Add to Favorites: Mark important documents for quick access.
- Sorting Documents: Organize scanned documents by various criteria (date, name, type, etc.).
- Edit Documents: Ability to modify metadata or content of scanned documents.
- Delete Documents: Remove unwanted scanned documents.

6. Risks

- **Data Privacy & Security:** Handling sensitive information (IDs, business documents) requires robust security measures and compliance with regulations (e.g., GDPR, HIPAA, SOX).
- **Scanning Quality:** Inconsistent lighting, document quality, or scanner capabilities could lead to poor scan results.
- **User Adoption:** Users may be hesitant to adopt a new scanning tool without a clear value proposition or if the user interface is complex.
- **Scalability:** The system needs to handle a growing number of users and scanned documents.
- **Technical Feasibility:** Ensuring efficient and accurate scanning across various document types and conditions.
- **Feature Creep:** The scope of functions and features could expand beyond initial planning, impacting timelines and budget.

7. Success Metrics

- Number of active users.
- Average number of documents scanned per user.
- User satisfaction ratings (e.g., NPS, in-app feedback).
- Task completion rate for key user journeys (e.g., scan document, favorite document).
- System uptime and performance metrics.

- Reduction in reported user errors related to document management.

8. Roadmap (High-Level)

- **Phase 1 (MVP):** Core scanning functions (ID, Document), basic user account management, ability to view and delete documents.
- **Phase 2:** Implement Book Scan and Business Scan, "Add to Favorites", and "Sorting Documents" features.
- **Phase 3:** Enhance document editing capabilities, refine user interface, and explore advanced features (e.g., OCR, cloud sync).
- **Phase 4:** Security hardening, performance optimization, and user feedback incorporation for ongoing improvements.

9. Open Questions

- What are the specific business drivers or problems that GM Scan is intended to solve? (e.g., reduce paper, improve remote work efficiency, centralize information)
- What are the target user segments for GM Scan? (e.g., students, business professionals, individuals managing personal documents)
- Are there any specific regulatory compliance requirements (e.g., GDPR, HIPAA, SOX) that need to be considered for data handling and storage?
- What are the expected performance requirements for scanning speed and image quality?
- What is the desired strategy for document storage and backup? (e.g., local storage, cloud integration)
- Are there any existing systems or workflows that GM Scan needs to integrate with?
- What are the primary criteria for "favorites" and what sorting options are most critical for users?
- What are the initial expectations for document editing capabilities? (e.g., metadata editing, simple annotation, full OCR editing)
- What are the key constraints related to budget, timeline, and available resources?