

TrackPi Freelance Outsourcing Platform Documentation

Project Overview

The **TrackPi Freelance Outsourcing Platform** is a web-based solution designed to facilitate sales outsourcing by enabling individuals to register as freelancers. The platform offers comprehensive training through pre-recorded video courses, assessed through quizzes, to ensure effective onboarding and enable access to freelance opportunities. With multilingual support in **English** and **Malayalam**, the platform caters to a diverse, global audience, focusing on individuals seeking flexible work-from-home options.

Objectives

1. **Empowerment:** Provide individuals with essential sales training, enabling them to quickly transition into freelance opportunities.
2. **Seamless Transition:** Offer structured learning modules and assessments to bridge training and job placement effectively.
3. **Accessibility:** Deliver an intuitive, user-friendly interface designed for non-technical users, including homemakers and people from diverse backgrounds.

Target Users

- **Freelancers (Common Users):** Individuals aged 18 and above interested in accessing freelance work opportunities.
- **Super Admin:** The user responsible for managing the platform, tracking user progress, and controlling content.

User Workflows

1. Common Users (Freelancers)

Registration & Login

- **Registration**
: Users can register by providing:
 - **Phone number** (with country code)
 - **Email address**
 - **Password**
 - **First name and Last name**
 - **How they heard about the platform**
- **Email Verification**: Email verification is mandatory to activate the account.
- **Login**: After account activation, users log in using their credentials and receive a personalized welcome message: "Welcome to [username]!!".

Dashboard Features

- **Company Overview**: A brief introduction to the company and mission.
- **Social Media Links**: Access to the company's social media platforms.
- **Downloadable Brochure**: A link to download the company's brochure.
- **Tagline**: "Land a job in a single day."
- **My Courses**: Access to pre-recorded training materials for onboarding.

Courses & Assessments

- **Course Structure**: Courses include pre-recorded videos and quizzes designed to assess knowledge.
- **Progress Tracking**: Users can track progress, manage video navigation, and mark videos as completed.
- **Assessment & Unlocking**: To unlock subsequent courses, users must pass an **MCQ-based assessment** with a predetermined passing threshold.
- **Retake Assessments**: Users can retake failed assessments, with shuffled questions each time.
- **Course Completion**: Successful completion of the course leads to onboarding.

Onboarding Process

- Users must complete an **onboarding form** within 24 hours after completing the course:
 - Personal Information (First Name, Last Name, Mobile Number, Email)
 - Casual photo
 - **Aadhaar Card Number** for verification
 - **Bank Account Details** for payment processing
- **Re-Submission of Onboarding Info:** Previously onboarded users do not need to resubmit the onboarding form when enrolling in future courses.

2. Super Admin

User Management

- **Create, delete, or deactivate user accounts:** The Super Admin has full control over user account management.
- **Password Reset:** Ability to reset user passwords.
- **Export User Details:** Export user data in **CSV format**.
- **Monitor Engagement:** Track user activities and progress.

Course Management

- **Create/Edit/Delete Courses:** The Super Admin can add, modify, or remove courses, videos, and assessments.
- **Create/Modify Quizzes:** Ability to modify or create new quizzes for course assessments.

FAQ & Support

- **Manage FAQs:** The Super Admin can update the FAQ section to help users with common issues.
- **Support Requests:** Handle and resolve user support inquiries.

Key Features

1. **Multilingual Support:** Tutorial videos are available in both **English** and **Malayalam**, assisting a wider range of users.
2. **Global Accessibility:** The registration process supports international phone numbers to cater to users worldwide.
3. **Dynamic Assessment Flow:** Users can unlock new courses based on their assessment performance.
4. **User-Friendly Onboarding:** The onboarding form is streamlined to eliminate redundancy and collect essential user information.
5. **Homemaker-Friendly Design:** The platform is designed to be intuitive and easy to navigate, making it accessible for all users, including homemakers.

Technical Requirements

1. **User Authentication:** Secure registration and login with email/phone number verification.
2. **Course Tracking:** Features to mark courses as completed and track user progress.
3. **Admin Capabilities:** Dynamic tools to manage users, courses, FAQs, and other platform data.
4. **Global Accessibility:** Phone number validation that supports various country codes.
5. **Responsive Web Design:** The platform should be responsive to ensure it functions on devices of all screen sizes, including smartphones, tablets, and desktops.

Expected Outcomes

- **Improved User Experience:** Effective onboarding and course progression ensures that users can transition smoothly to freelance work.
- **Admin Efficiency:** Robust tools for the Super Admin to manage users, courses, and platform data.
- **Increased Freelance Access:** The platform facilitates greater access to freelance opportunities for users from diverse backgrounds.

Potential Enhancements

1. **Payment Gateway Integration:** Support for premium courses and features through payment systems.
2. **Gamification:** Implementing leaderboards, badges, or other gamified elements to increase user engagement.
3. **Automated Notifications:** Notifications to inform users about course progress, new content, and platform updates.

Conclusion

The **TrackPi Freelance Outsourcing Platform** provides a structured, user-friendly approach to empower individuals seeking freelance opportunities. By offering training, assessments, and seamless onboarding processes, the platform ensures that users can confidently pursue their freelance careers. The platform's intuitive design and multilingual support create an accessible environment for both technical and non-technical users, facilitating personal and professional growth.

This documentation outlines the project's goals, features, and workflows to provide a comprehensive understanding of the TrackPi Freelance Outsourcing Platform. For further modifications or additions, please feel free to reach out.