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## Macro Welding Supply System – Vision Document Problem Statement:

**The Problem of:** Using outdated paper system to keep track of their payroll, purchase orders, and employee information.

**Affects:** HR, supervisors and employees

**The impact of which is:** Effort and time wasted on keeping track of information. Lost of information. Company is wasting money on time wasted when searching for information. Purchase orders often get lost or stay at the bottom of the pile.

**A successful solution would be:** to create a database to keep track of the information, a program where an employee can fill out a purchase request and have it sent to their manager as well as a program that would keep track of contact information with an easy to use search function.

## Stakeholders Analysis:

### Stakeholders (Primary/Internal)

Role	Nominations	Responsibility
Owner		Run the business and make decisions. Has final say on everything.
Vendors		Sell welding equipment, operate registers, keep track of their client information an
Supervisor of Finances		Handles finances of the company and is in charge of the employee's pay systems.
Supervisors		Supervise employees and their department.
Customer		Purchases welding supplies.
Employee		Anyone employed by the company
Purchase department		Purchase items from approved purchase order and report on what has been bought or any issues during the process.

## High level Requirements:

- Store employee information in a database
  - o Includes employee information and contact information.
- Digitise purchase orders
- Digitise payments

## Scope:

### In Scope

- Creating a database and a program to access employee information and contact lines with an easy to use search option.
- Creating a program to digitise purchase orders.
- Digitise payments and eliminate physical payments.

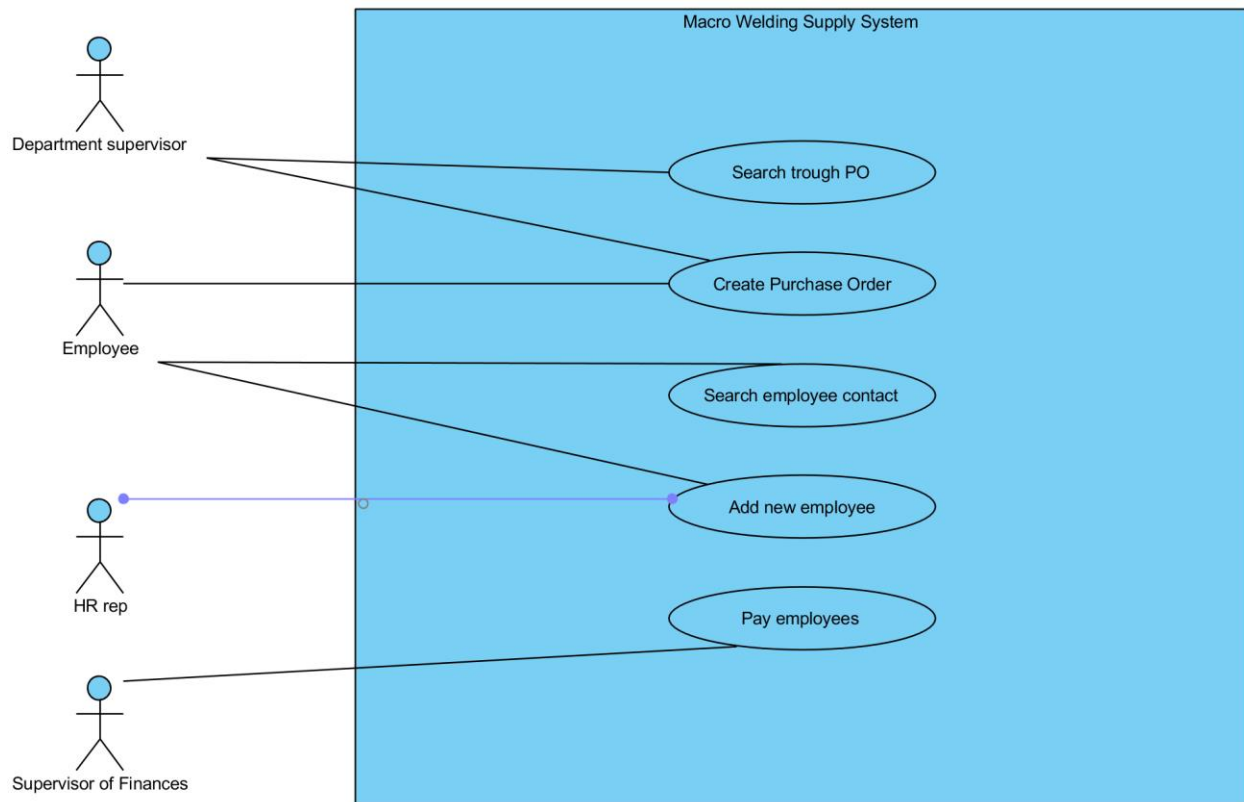
### Out of scope

- Hire a dedicated barista to keep morale up.

## Candidate use case names:

- Add new employee      H
- Pay employees      H
- Create purchase order      M
- Search employee contact      L
- Search through PO      L

Use cases diagram:



## Risks List:

Rank	Risk Description	Contact Person	Reduction strategy	Reduction Progress
1	Technical difficulties with current tech		Research compatibility of programs with store-owned hardware.	N/A
2	Budget		Create budget plan.	N/A
3	Employees technical knowledge		Teach employees how to use the new software.	N/A
4	Unforeseen staffing or resources issues		Adding buffer time to the work plan.	N/A
5	hardware problems		Have a “safety net” to be able to afford handling unforeseen hardware issues.	N/A
6	project team understaffed		Hire new employees or outsource.	N/A
7	Project team might lack skills to perform certain tasks		Outsourcing to other company.	N/A
8	Problem with transfer of data		Can be handled by dedicating an employee to it.	N/A

### Non-Functional Specs:

Operating System: Windows 10

Scalability: Should be able to accommodate up to 5000 employees.

### Constraints:

The maximum total budget is \$30,000 with a constraints with a time constraint of 90 days.

Initial Grocery – see appendix A

Initial Business Rules – see appendix B

Use Case Skeleton – see appendix C