

## FIRST MEETING TARGET

**Project Name: Developing a system to manage effectively Enclave PTO Registration.**

### 1. Project Overview

*Content (PTO is the form and process for employee to take a day or half a day off. It is usually needed to be approved by direct manager. The good PTO system should provide the way to visually manage and get to know who is absent and who will be absent with the handy time table)*

### 2. Actors

*Content*

### 3. Functionalities

*Content*