**Problem – Solution Fit Template**

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| Date | 24 JUNE 2025 |
| Team ID | LTVIP2025TMID30609 |
| Project Name | workforce administration solution (dev) |
| Maximum Marks |  |

# 1. Target Customer / User Segment

* Primary Users: HR managers, operations managers, team leads, payroll administrators

* Secondary Users: Employees, contractors, compliance officers

* Company Profile: Medium to large-sized businesses with 50–5,000 employees, often in industries like healthcare, logistics, manufacturing, or IT services.

# 2. Problem Statement

* **Core Problem:** Administrative workforce management processes are manual, fragmented, or reliant on legacy systems.

* **Consequences:**

◆ Time wasted on repetitive tasks

◆ Increased risk of human error in payroll or scheduling

◆ Poor employee experience

◆ Compliance issues due to inconsistent record-keeping

* **Current Workarounds:** Excel spreadsheets, disjointed HR software, paper-based records, manual compliance checks.

# 3. Evidence of the Problem

* **Interviews / Surveys:**

* 1. “We use three different tools to manage attendance, payroll, and onboarding—none of them talk to each other.”

○ “Manual tracking results in at least one payroll error per month.”

* **Data:**

* 1. HR spends 30–50% of their time on administrative tasks.

○ Compliance audits result in at least 2–3 corrective actions annually.

# 4. Proposed Solution

**● Solution Description:**

A centralized, web-based Workforce Administration Platform that streamlines employee records, scheduling, compliance tracking, and integrates with existing HR and payroll tools.

# 5. Key Features (Dev Perspective)

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| --- | --- | --- |
| **Feature** | **Description** | **Priority** |
| Employee data management module | CRUD interface with audit trail | High |
| Shift & availability planner | Real-time UI with drag-and-drop scheduling | High |
| Compliance dashboard | Auto-flag issues and report generator | Medium |
| API integration layer | RESTful API support for external systems | High |

Role-based access control (RBAC) Secure access per user type High

Notifications & alerts Email/SMS reminders for critical actions Medium

# 6. Value Proposition

* Reduces administrative workload by 40–60%
* Improves data accuracy and compliance readiness
* Enhances employee satisfaction via transparent scheduling and communication
* Integrates with existing HR/payroll tools to avoid rip-and-replace

# 7. Assumptions to Test

* Admins want a unified platform vs specialized tools
* Integration with existing systems (e.g., SAP, ADP) is feasible and valuable
* Users (especially in HR) are open to transitioning to a new digital system
* Employees will adopt self-service portals for leave, documents, etc.

# 8 . Solution Validation Plan

How will you validate this solution with real users?

* Prototype testing with 3 HR departments
* Usability testing of core features (scheduling, data entry)
* A/B test with current vs. new system for task completion time
* Feedback loop via in-app surveys and interviews

# 9. Expected Outcomes

What changes will success bring?

* **30–50% time saved** in scheduling and data management
* **Reduction in compliance risks** due to built-in alerts and audits
* **Improved employee satisfaction** with clear, accessible records
* **Better decision-making** from real-time analytics