

# Software Requirement Specification for Contact Management

<b>Name</b>	Godson Flinto J
<b>Roll no</b>	7376222IT139
<b>Seat no</b>	350
<b>Project ID</b>	28
<b>Problem Statement</b>	Contact Management

## Phase Notes

- ❖ Stage 1: Planning and Requirement gathering
- ❖ Stage 2: Design and Prototyping
- ❖ Stage 3: DB Designing
- ❖ Stage 4: Backend Implementation
- ❖ Stage 5: Testing & Implementation

# **1. Introduction**

## **1.1. Purpose:**

The Contact Management System (CMS) aims to streamline and manage interactions and details associated with visits to various industries. This system allows users to record, store, and access information regarding industry visits, contacts, and areas of expertise. The primary goal is to enhance efficiency in tracking and managing industry contacts for better collaboration and communication. By using the LAMP (Linux, Apache, MySQL, PHP) stack, the system ensures reliability, security, and scalability.

## **1.2. Scope of Project:**

The scope of this project includes:

- Capturing and storing details of industry visits.
- Managing contact information and areas of expertise.
- Facilitating communication between institutions and industry contacts.
- Generating reports and summaries of visits and meetings.
- Providing secure access and management of contact information.

## **2. System Overview:**

The Contact Management System is a web-based application built on the LAMP (Linux, Apache, MySQL, PHP) stack.

It includes the following modules:

- **User Authentication:** Secure login for users.

- **Contact Management:** Adding, editing, and deleting contact details.
- **Visit Management:** Recording details of industry visits.
- **Expertise Classification:** Categorizing contacts by product and area of expertise.
- **Report Generation:** Summarizing visits and contact details.
- **Meeting Scheduling:** Arranging and tracking meetings with industry contacts.

### **3. Features:**

#### **User Login:**

Secure login system for authorized access.

#### **Contact Storage:**

Central repository for storing contact details.

#### **Visit Recording:**

Functionality to log details of industry visits.

#### **Expertise Categorization:**

Classifying contacts by their expertise and product domain.

#### **Meeting Management:**

Scheduling and tracking meetings with industry representatives.

#### **Report Generation:**

Creating reports based on visits and contacts.

**Reference Collection:**

Storing references and details for future use.

**Responsive Design:**

Accessible on various devices, including desktops, tablets, and smartphones.

**4. System Requirements Specification:****4.1 Functional Requirements:****User Authentication:**

- Users should be able to log in using provided credentials.
- Admin users can manage other users and permissions.

**Contact Management:**

- Add new contacts with details: Name, Company, Address, Location, Contact No., Area of Expertise.
- Edit existing contact details.
- Delete contacts if necessary.

**Visit Management:**

- Record visit details including Name of Industry, Date of Visit, Company Address, Location, Faculty Coordinators, Purpose of Visit.
- Store and manage minutes of meetings.

**Expertise Classification:**

- Classify contacts based on product and area of expertise.
- Store and update classification details.

**Meeting Scheduling:**

- Schedule meetings with industry contacts.
- Track and update meeting statuses.

**Report Generation:**

- Generate reports summarizing visits, contacts, and meetings.
- Export reports in various formats (PDF, Excel).

**Reference Collection:**

- Collect and store references from industry visits.
- Retrieve stored references for future use.

**4.2. Non-Functional Requirements:****Performance:**

- The system should handle multiple concurrent users.
- Fast response time for data retrieval and report generation.

**Security:**

- Secure user authentication and authorization.
- Data encryption for sensitive information.
- Regular security audits and updates.

**Usability:**

- User-friendly interface for easy navigation.
- Clear and concise documentation for user guidance.

**Scalability:**

- The system should be scalable to accommodate increasing data and user load.
- Modular design to facilitate future enhancements.

**Reliability:**

- High availability and minimal downtime.
- Regular backups and disaster recovery plans.

**7.System Workflow****1. Industry Recruiters Scout Institutions:**

- Identify potential institutions for collaboration.

**2. Contact and Prepare Institutions:**

- Initiate contact with institutions and prepare for visits.

**3. Login Using Provided Details:**

- Users log into the system using their credentials.

**4. Store Institution Details:**

- Record details of the institutions visited.

**5. Identify Staffs of Interest:**

- Identify key staff members from the institutions.

**6. Classify by Product and Expertise:**

- Categorize staff members based on product and area of expertise.

**7. Determine Domain:**

- Define the domain of expertise for the identified staff.

**8. Check Interest of Staff/Institute:**

- Assess the interest level of the staff or institute.
  - If not interested, end the process.
  - If interested, proceed to the next step.

**9. Arrange Meeting:**

- Schedule and arrange meetings with interested staff.

**10. Collect References and Details:**

- Gather references and additional details during the meeting.

**11. Store Collected Details for Future References:**

- Store all collected information for future reference.

## 12. End:

- Conclude the process and prepare for the next cycle.

## 8.Flowchart:

