Software Requirement Specification for Contact Management

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Problem Statement	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) is designed to simplify and enhance the management of industry visit interactions and contact details. This system enables users to log, store, and retrieve information about industry visits, contacts, and their areas of expertise. The main objective is to improve efficiency in tracking and managing industry contacts, fostering better collaboration and communication. Utilizing the MERN (MongoDB, Express, React, Node.js) stack ensures the system's reliability, security, and scalability.

1.2. Scope of Project:

The scope of this project includes:

- Capturing and storing data related to industry visits.
- Managing contact details and their respective areas of expertise.
- Enabling effective 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 MERN (MongoDB, Express, React, Node.js) 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 Number, 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:

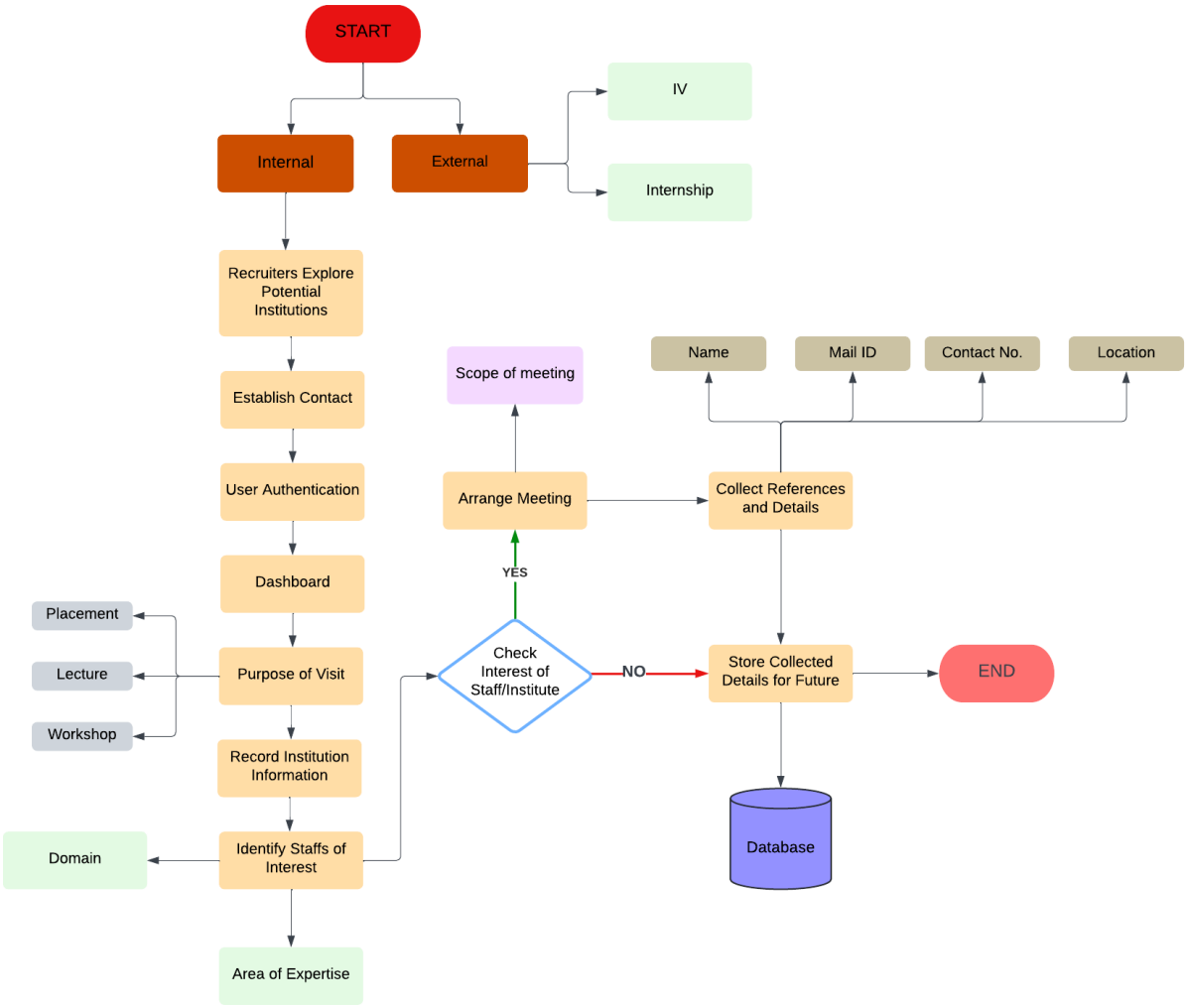
- High availability and minimal downtime.
- Regular backups and disaster recovery plans.

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:


START
Internal
External
IV
Internship
Recruiters Explore Potential Institutions
Establish Contact
User Authentication
Dashboard
Placement
Lecture
Workshop
Purpose of Visit
Record Institution Information
Domain
Identify Staffs of Interest
Area of Expertise
Scope of meeting
Name
Mail ID
Contact No.
Location
Arrange Meeting
Collect References and Details
YES
Check Interest of Staff/Institute
NO
Store Collected Details for Future
END
Database