Project Design Phase-II
Solution Requirements (Functional & Non-functional)

Date	19 February 2026
Team ID	LTVIP2026TMIDS64983
Project Name	Importing & Securing Data in ServiceNow
Maximum Marks	4 Marks

Functional Requirements:

Following are the functional requirements of the proposed solution.

FR No.	Functional Requirement (Epic)	Sub Requirement (Story / Sub-Task)
FR-1	Data Import Management	Upload CSV file into ServiceNow Load data into Import Set Table
FR-2	Data Transformation & Mapping	Run Transform Map Map Employee ID to sys_user table Insert records into Target Table
FR-3	Employee Linking	Reference employee record Auto-populate Department field Validate employee existence
FR-4	Security & Access Control	Create Roles (Admin, HR, Manager, Employee) Configure ACL rules Restrict unauthorized access
FR-5	Reporting & Dashboard	Filter records by Department Generate Employee-wise reports Export reports to Excel

Non-functional Requirements:

Following are the non-functional requirements of the proposed solution.

FR No.	Non-Functional Requirement	Description
NFR-1	Usability	System should have user-friendly forms and easy navigation for data import and reporting.
NFR-2	Security	Role-based access control must be enforced using ACL to protect sensitive employee data.
NFR-3	Reliability	System should accurately process and store imported data without data loss.
NFR-4	Performance	System should handle bulk data imports (up to 10,000 records) efficiently.
NFR-5	Availability	System should be accessible 24/7 with minimal downtime.
NFR-6	Scalability	Solution should support future integrations with external HR systems and increased data volume.