

PRODUCT REQUIREMENT DOCUMENT (PRD) FOR ME ACADEMY

The core functionalities this E-learning platform is to provide include the following.

1. User registration/profiling
2. Admin Login & Profiling
3. User Subscription
4. Payment for courses
5. Course Monitoring (ability to track progress)
6. Content creation/set-up
7. Social Media integration

Epic	Requirement	Priority
Login	Login to the platform shall be seamless via a simple input of email, password, and Username.	P2
	The platform shall have a REMEMBER PASSWORD option for users.	
User Profiling	Each User shall have a Profile menu where he/she can perform the following. <ol style="list-style-type: none">1. Change password.2. Change username (First & Last name)3. See file path for awarded certificates.	P3
Social Media	There shall be a direct access to all affiliated social media handles associated to ME Academy that is accessible to Registrants.	P3
Subscription	The platform shall allow a 6months or 12months subscription period for; <ul style="list-style-type: none">• Any video purchase.• Any series purchase.• Any course purchase.	P2
	The platform shall have pop-ups notifying users when their subscriptions are almost finished.	
	An option to renew or enable subscriptions shall be made available to users via an integration with Pay Stack	
	Visitors who have not subscribed, shall have the ability to preview available courses for only a 60 sec window.	

Course Progress/Completion	The platform shall track and display user progress for both single video and series purchase	P3
	The platform shall display a congratulatory message and aesthetics upon completion of each video or available course.	
	Upon completion of a video, series, or course, a 5-star rating option shall be available to each user.	
	For the Series Option , an <i>automatic certificate</i> shall be issued only upon completion of all videos within the series and not a single or few videos.	
	For the Course Option , an <i>automatic certificate</i> shall be issued upon completion of the course.	
	For the Course Option , proceeding modules shall only be unlocked upon completion of the previous video and the questions attached. NB: This shall not be applicable to the Series Option because a single video in a series can be purchased instead of the whole.	
SME Hub	<p>This section will feature template documents that businesses and members of the general public may purchase. This section does not require a timed-subscription model as the buyer would be entitled to receive the document, shortly after payment. Under the SME Hub, we have the following classifications of documents:</p> <p>Resolutions Employee and HR Documents Agreements Forms and Notices Power of Attorney</p>	
Annotated Agreements	This section would feature agreements with explanations i.e., comments explaining the purpose/use of the clauses of the agreement. Directed primarily at lawyers and law students, other interested members of the public, may utilise this service. Similar to the SME Hub, this section would not require a timed-subscription model, as the buyer would be entitled to receive the document, shortly after payment.	
	<p>An Admin functionality with the following options shall be made available.</p> <ul style="list-style-type: none"> • Login function (with remember me option) • Password management option • Dashboard displaying the following. <ul style="list-style-type: none"> a. Most purchased video/course/series b. Most viewed/bookmarked video/course/series c. Top 3 or 5 registrant based on highest purchase. d. Least purchased video/course/series 	P1

Admin Profile	<ul style="list-style-type: none"> e. Top rated course/video/series • Set-Up; <ul style="list-style-type: none"> a. Series creation b. Course Creation c. SME Hub d. Annotated Agreements • Subscription report 	
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Suggested Fields for Video/series Set-up.

- I. Title
- II. Description/Overview
- III. Video Upload (jpeg, png, mp4)
- IV. Useful resources (downloadable docs)
- V. Price per subscription
- VI. Useful link
- VII. Q&A

Suggested fields for SME HUB/Annotated Agreements set-up.

- I. Title
- II. Description
- III. Price
- IV. Doc Upload (pdf & word)

Suggested Menu items for ME Academy

- Profile
- Courses
- My courses (user only)
- SME Hub
- Annotated Agreements
- Report (Admin only)

DOCUMENT SIGN-OFF SECTION.

I, **Mary Ekemezie**, sponsor of this project, hereby confirm that this Product Requirement Document (PRD) as documented by Immaculata Ojadi, has been extensively reviewed and is in compliance with my requirements for the building of an E-learning platform for ME Academy.

Signature:



Date: 3rd January 2023