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# **Problem Analysis Report**

**for**

**IYTERN**

**Prepared by**

**Group 11**

**05.11.2023**

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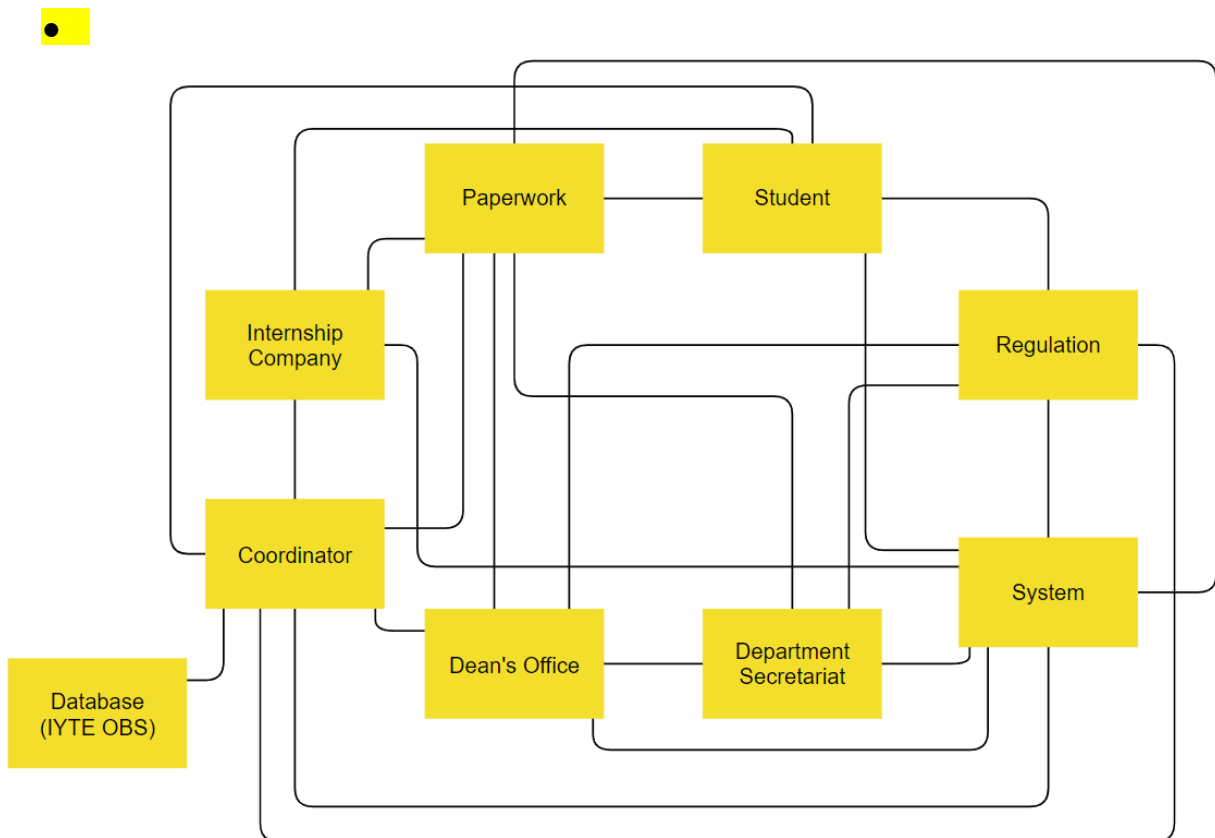
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## Revision History

Name	Date	Reason for Changes	Version
Problem Analysis Report	05.11.2023	Changed according to the review of G10	1.1

## 1. Problem Context

- The problem domains of these projects are; dean's office, coordinator, paperwork, student, internship company and the database.
- **Dean's Office:** Dean's Office's task is to handle SSI procedures and issue the documents.  
**Coordinator:** The coordinator's role is to guide and manage the intern's entire internship process, including communication with the company and university to ensure a successful experience.  
**Paperwork:** Students need to complete from the internship application process to the end of the internship, ensuring that the internship is successfully completed and documented in compliance with legal requirements.  
**Student:** Student should find the internship company and is responsible for tracking documents.  
**Internship Company(Company Chief):** Internship company's task is to fill the papers, to monitor the student and to review the student's work.  
**Department Secretariat:** Secretariat is responsible for delivery of some documents between the domains.  
**Regulation:** Regulations that apply to most of the domains of the internship system.  
**Database:** Used for checking if the student's information is filled correctly to documents and used for entering the grades of the student at the end of the summer practice.

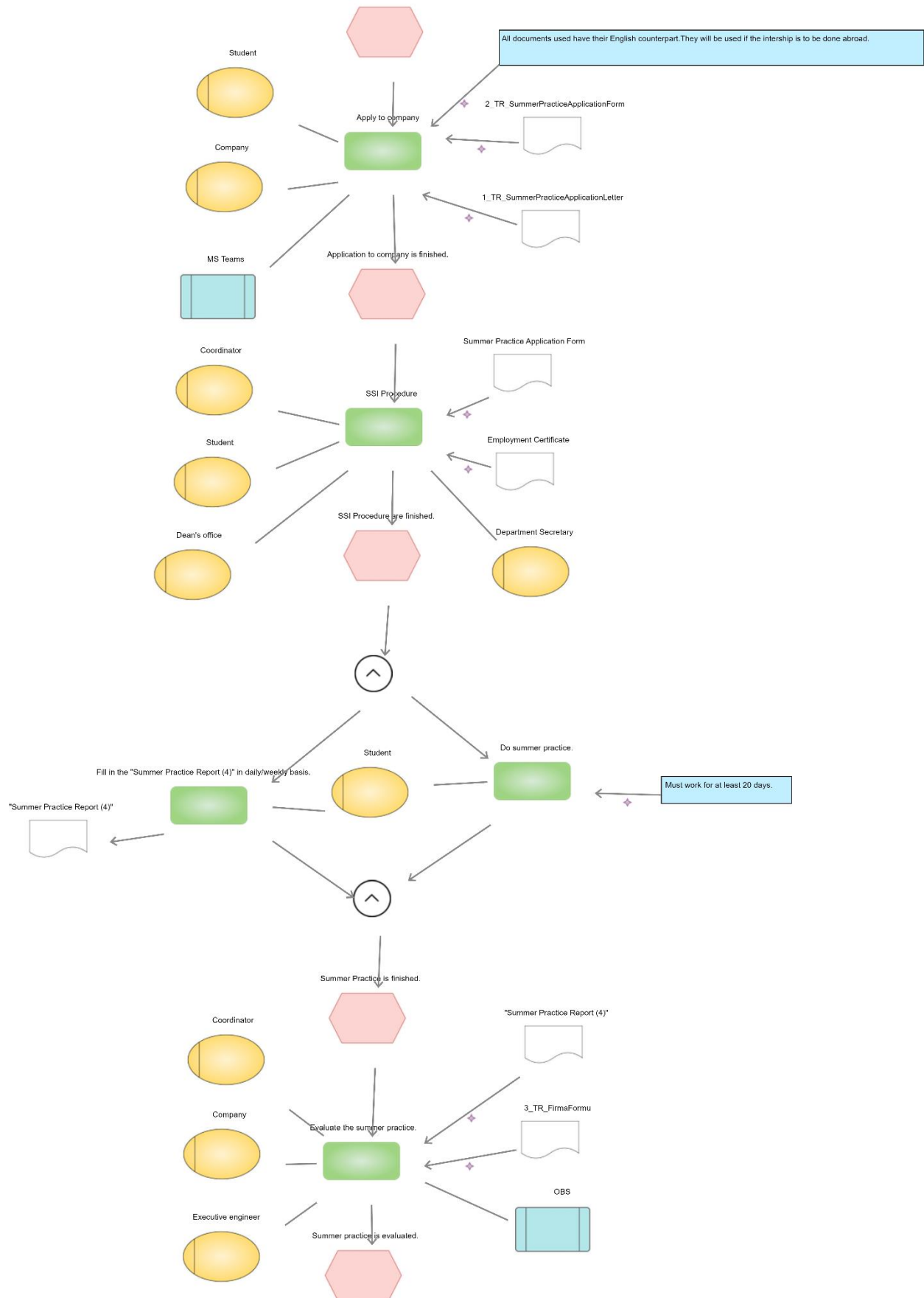


## 2. AS-IS Process Definition

- Had interviews with previous internship students and internship coordinator.
- A minimum of 20 working days is required for the internship duration. An internship application letter is mandatory for applying to companies. Upon acceptance, students must complete and get approval from the company for a specific internship application form. Social Security Institution (SSI) procedures apply to Turkish citizen students interning in Turkey, and an "Employment Certificate" must be submitted to the company at the internship's start. **If the student has an ongoing social security, he/she doesn't need to re-apply for the SSI.** Students are required to maintain a daily/weekly internship report in a specific format. The company needs to complete a specific evaluation form near the end of the internship. Reports and evaluation documents must be submitted at the start of the following semester.
- eEPC:

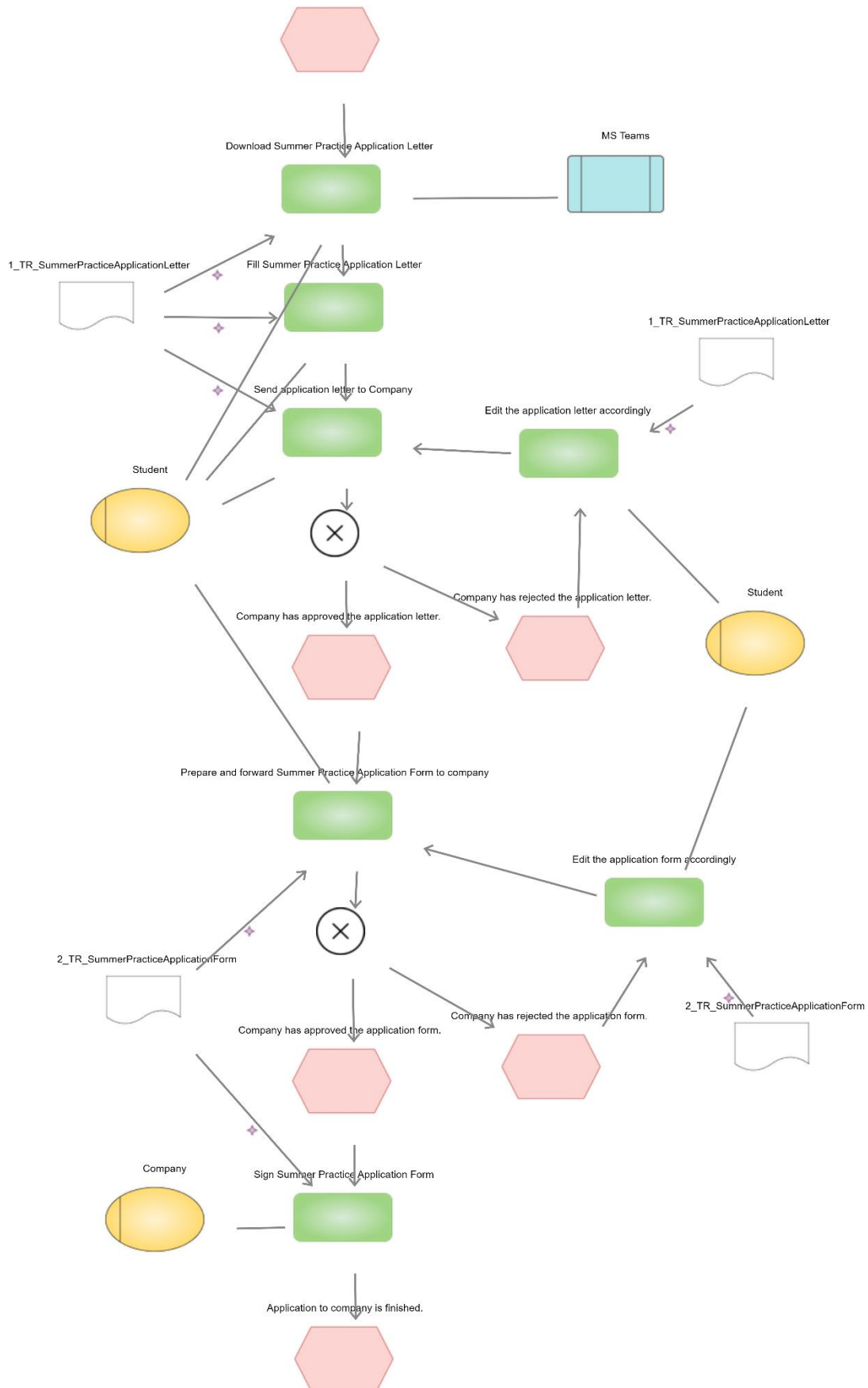
## ABSTRACT:

Summer Practice Opportunity is announced in MS Teams or e-mail.

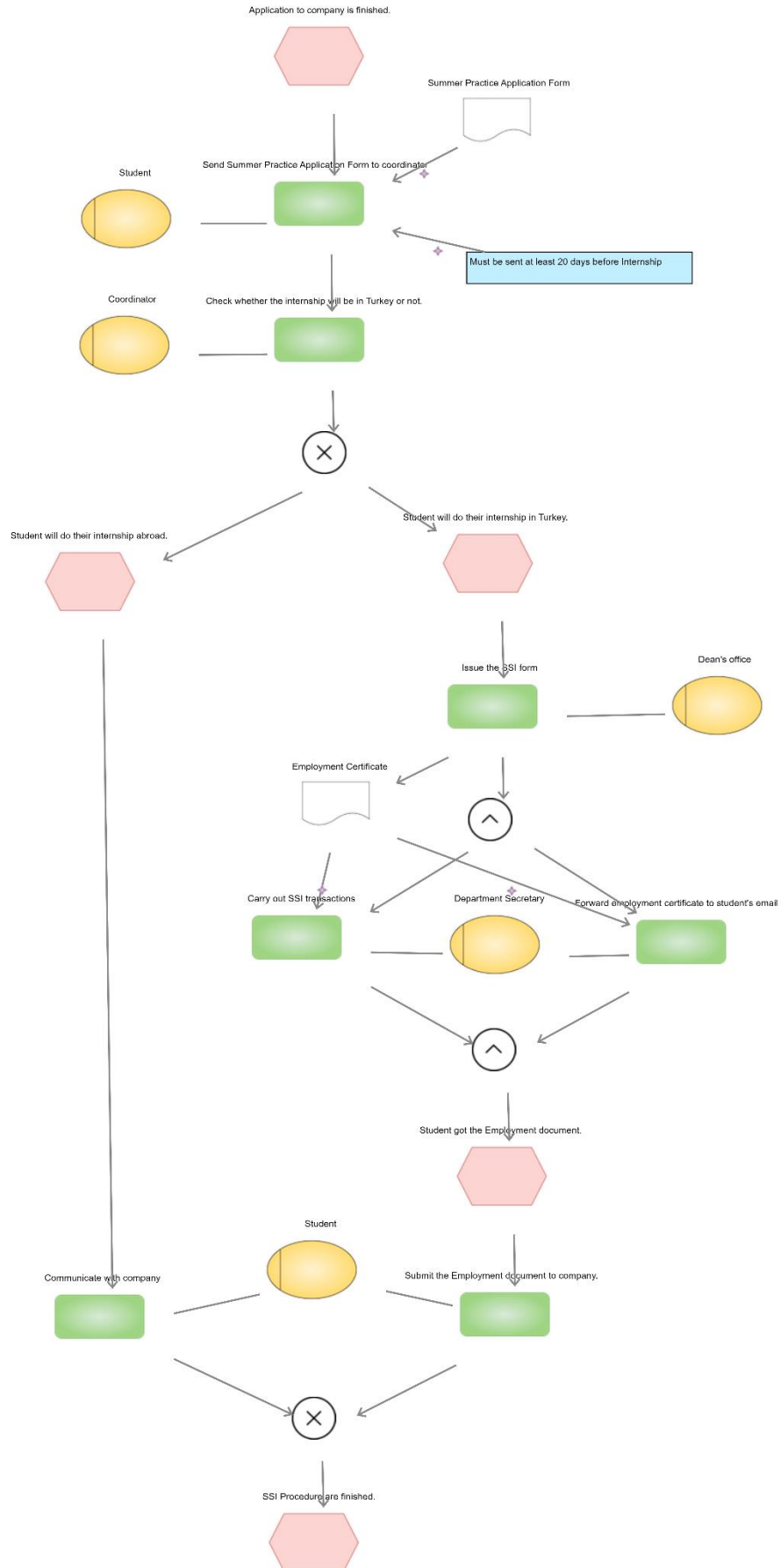


# APPLY TO COMPANY:

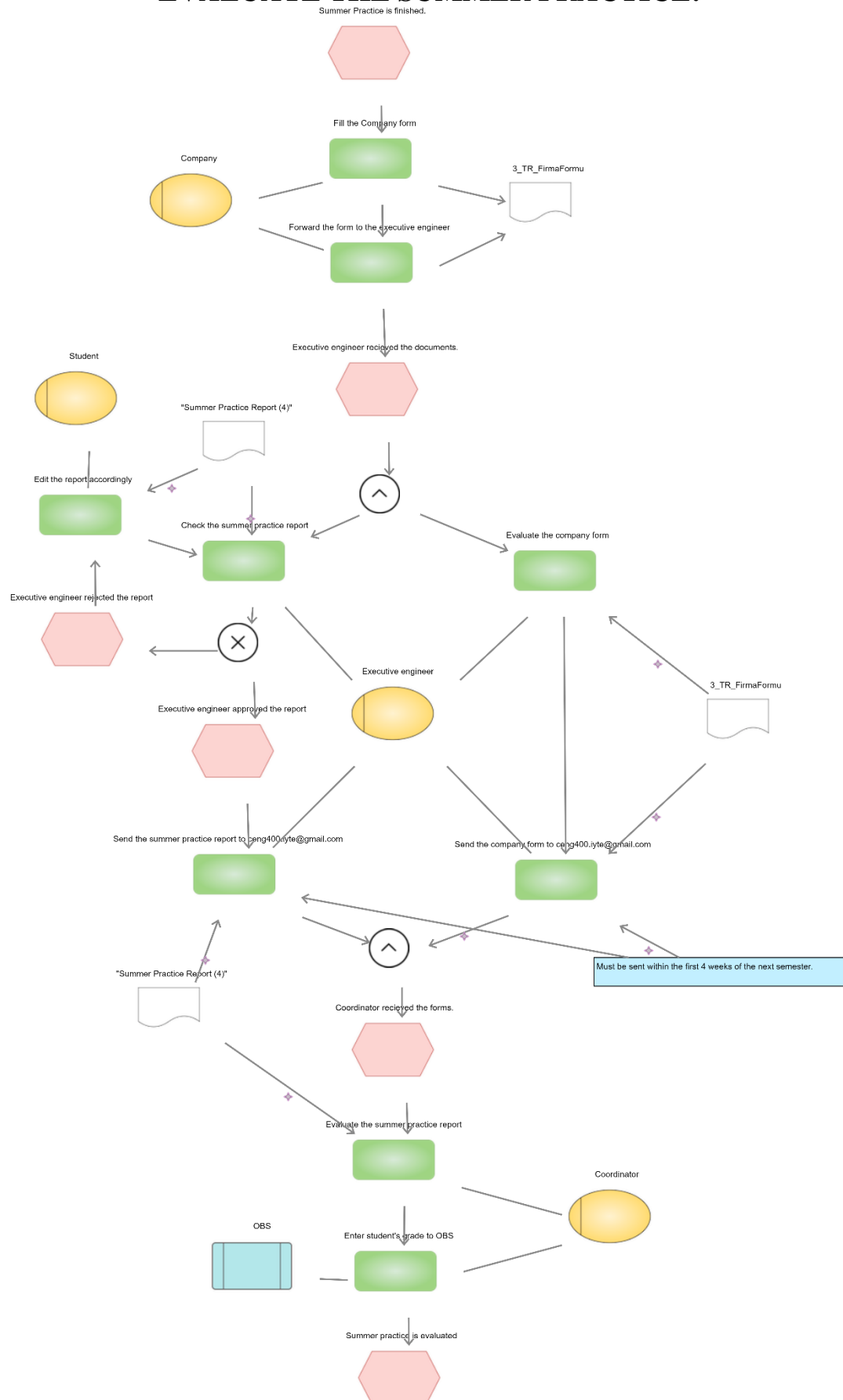
Summer Practice Guide is announced in MS Teams.



# SSI PROCEDURE:



# EVALUATE THE SUMMER PRACTICE:



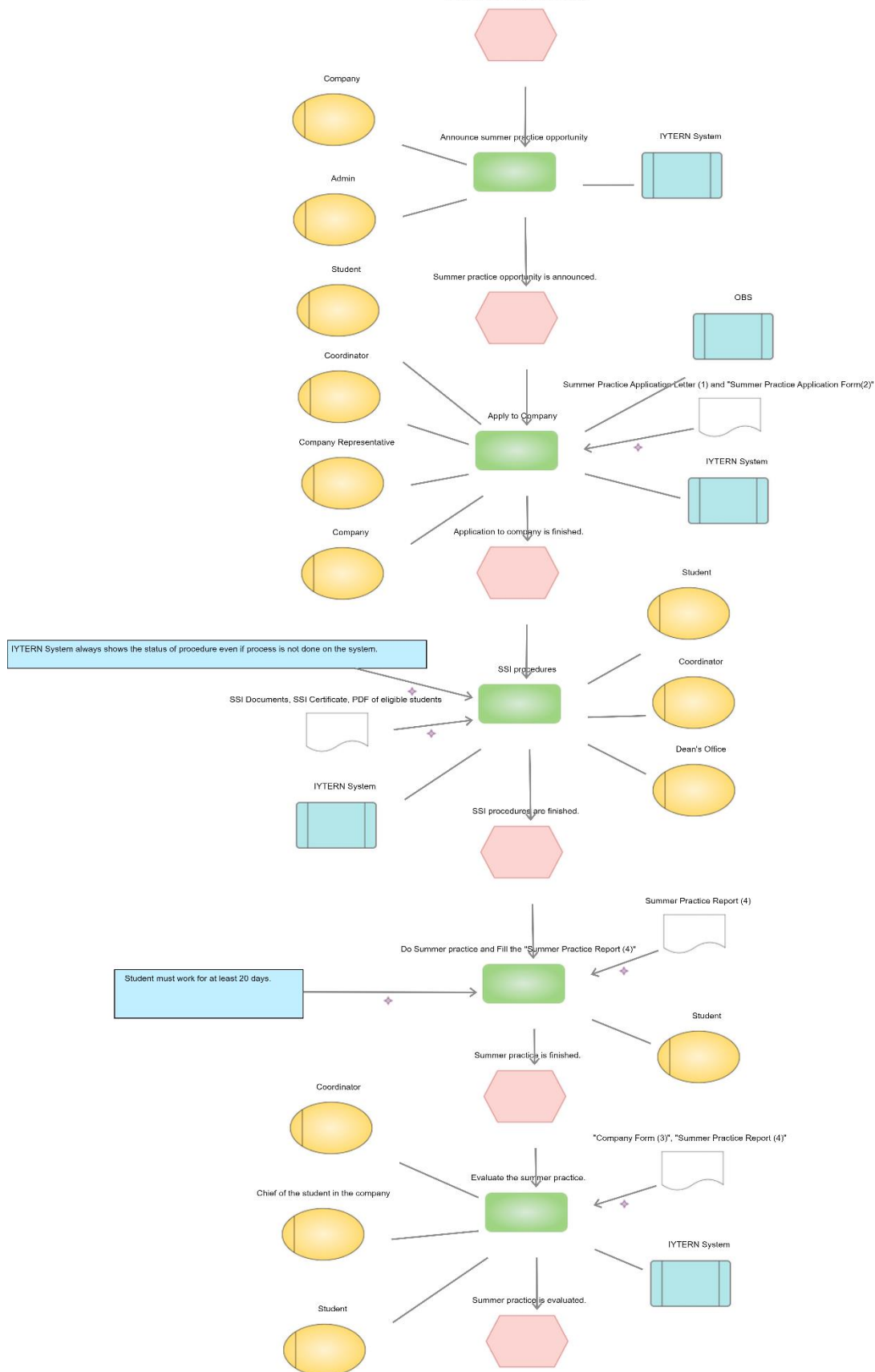


### 3. TO-BE Process Definition

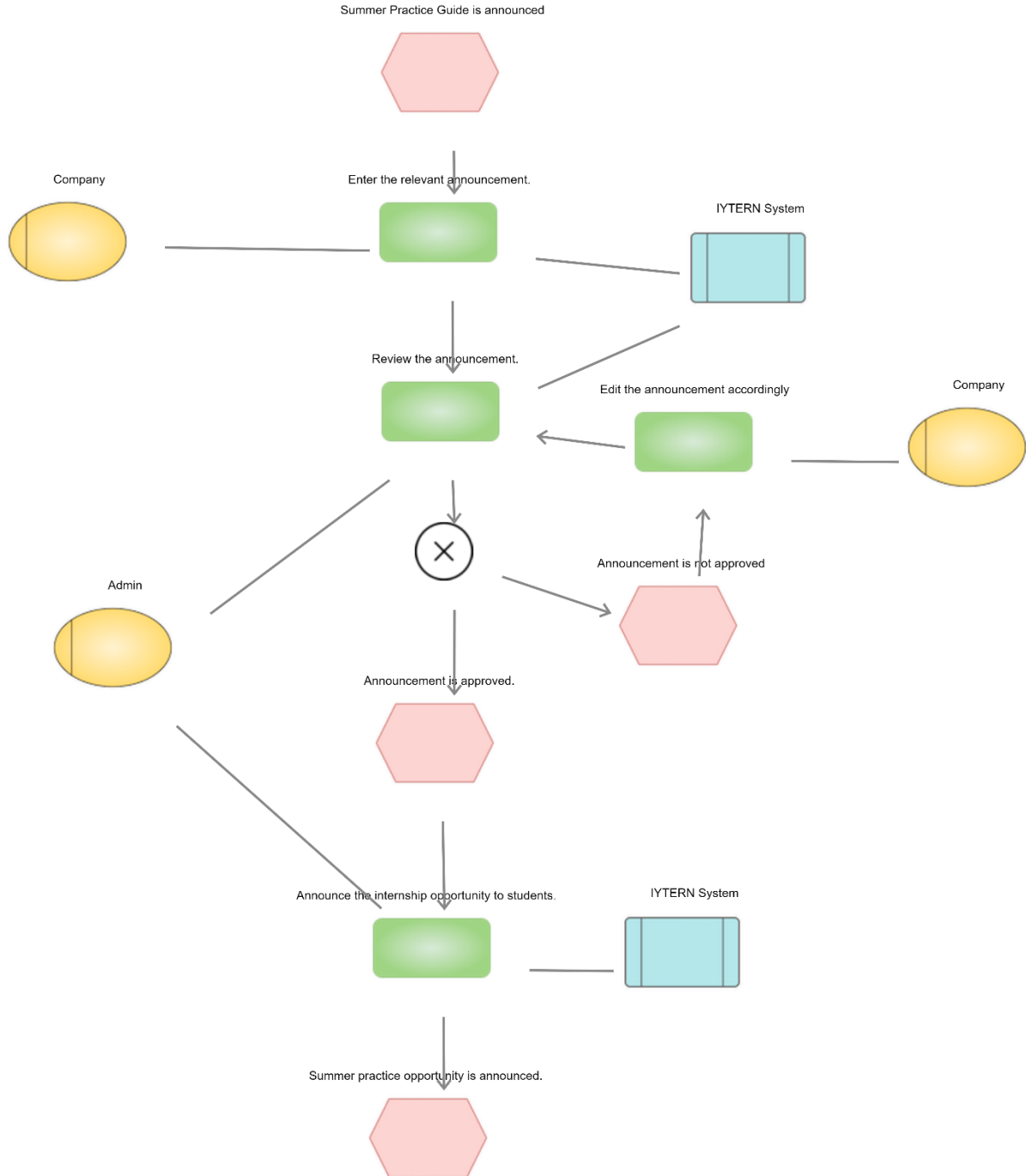
- Boundaries of our system are our participants (doesn't include all faculty members), privacy and security (Security of student documents, SSI data), communication channels (MS Teams, IYTERN system, E-mail), storage of documents, integration complexities with OBS and MS Teams API, scalability to accommodate the number of students that are using the system and the programming languages used.
- Shortcomings of the AS-IS process are that it requires more human power, time and effort from all the stakeholders. The existing AS-IS process is hard to trace and complicated since our system depends on various domains.
- Processes that will be automated by the system are: Various announcements, document delivery and information autofilling which is given by the OBS API.
- Processes that will be improved by the system are: Information gathering with delivered documents within the system, sending student information to the secreterian, tracking the documents and the internship process, the process in which students fill the internship survey and also the process of the coordinator approving the report or giving feedback to the student.
- eEPC:

# ABSTRACT:

Summer Practice Guide is Announced

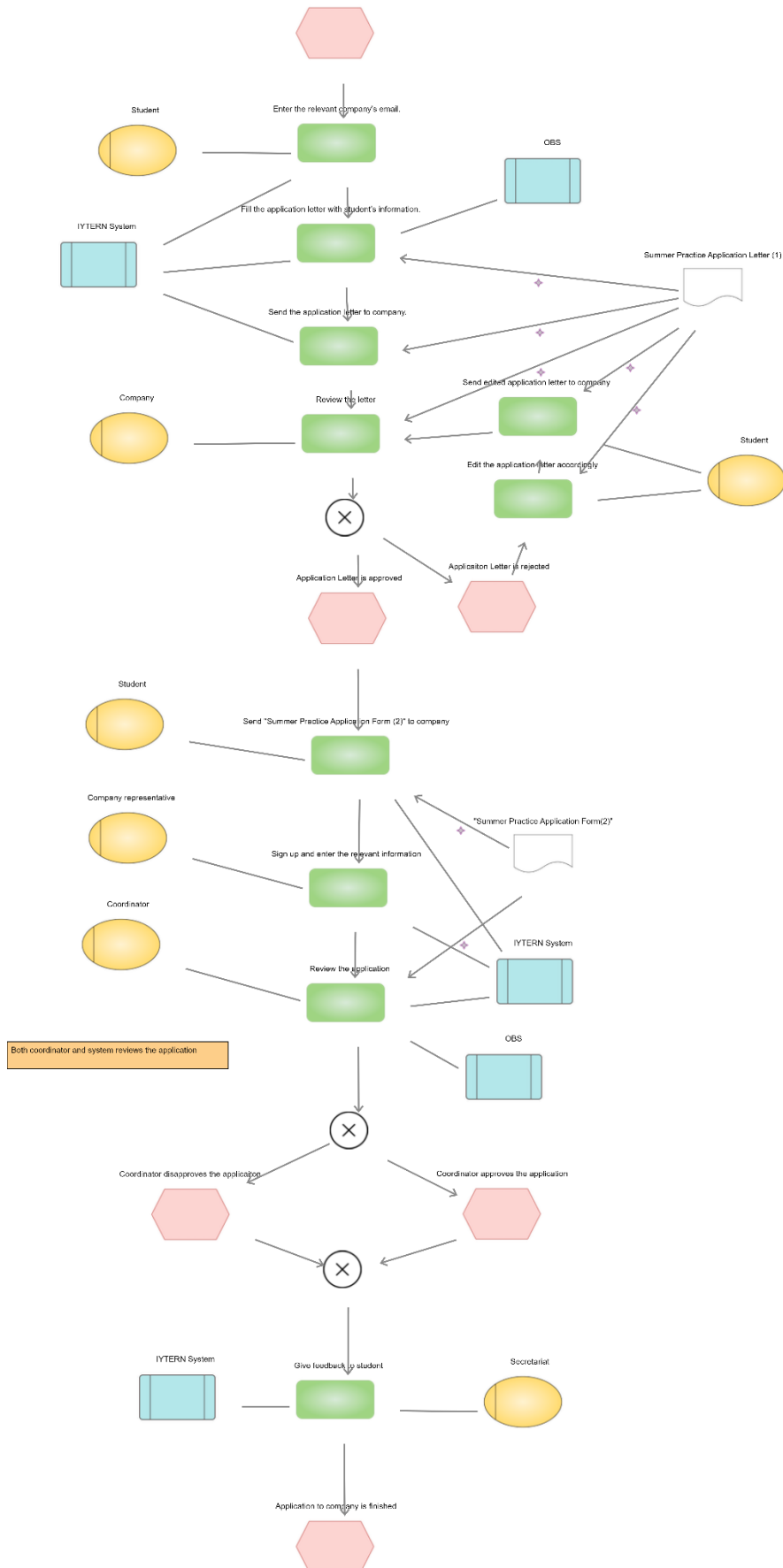


# ANNOUNCE SUMMER PRACTICE OPPORTUNITIES:

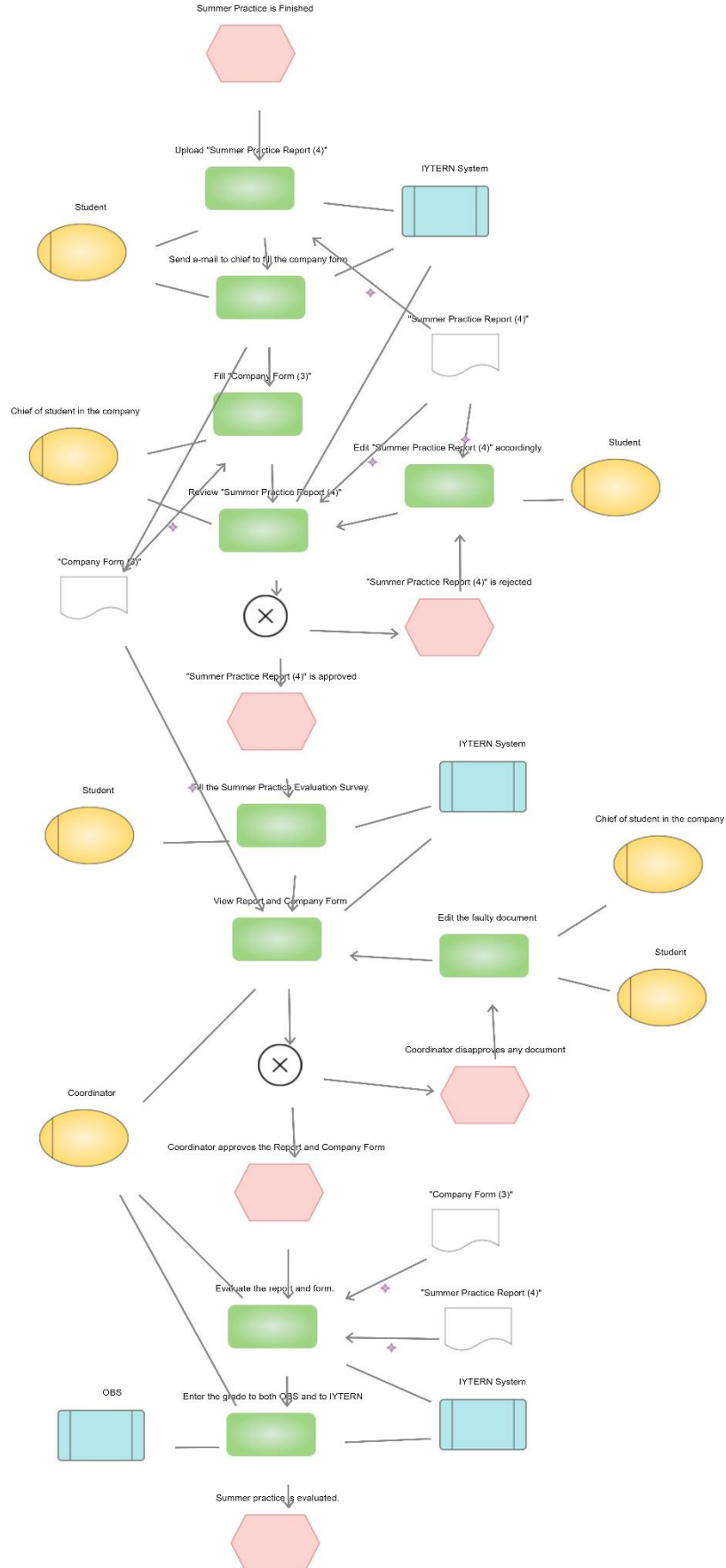


# APPLY TO COMPANY:

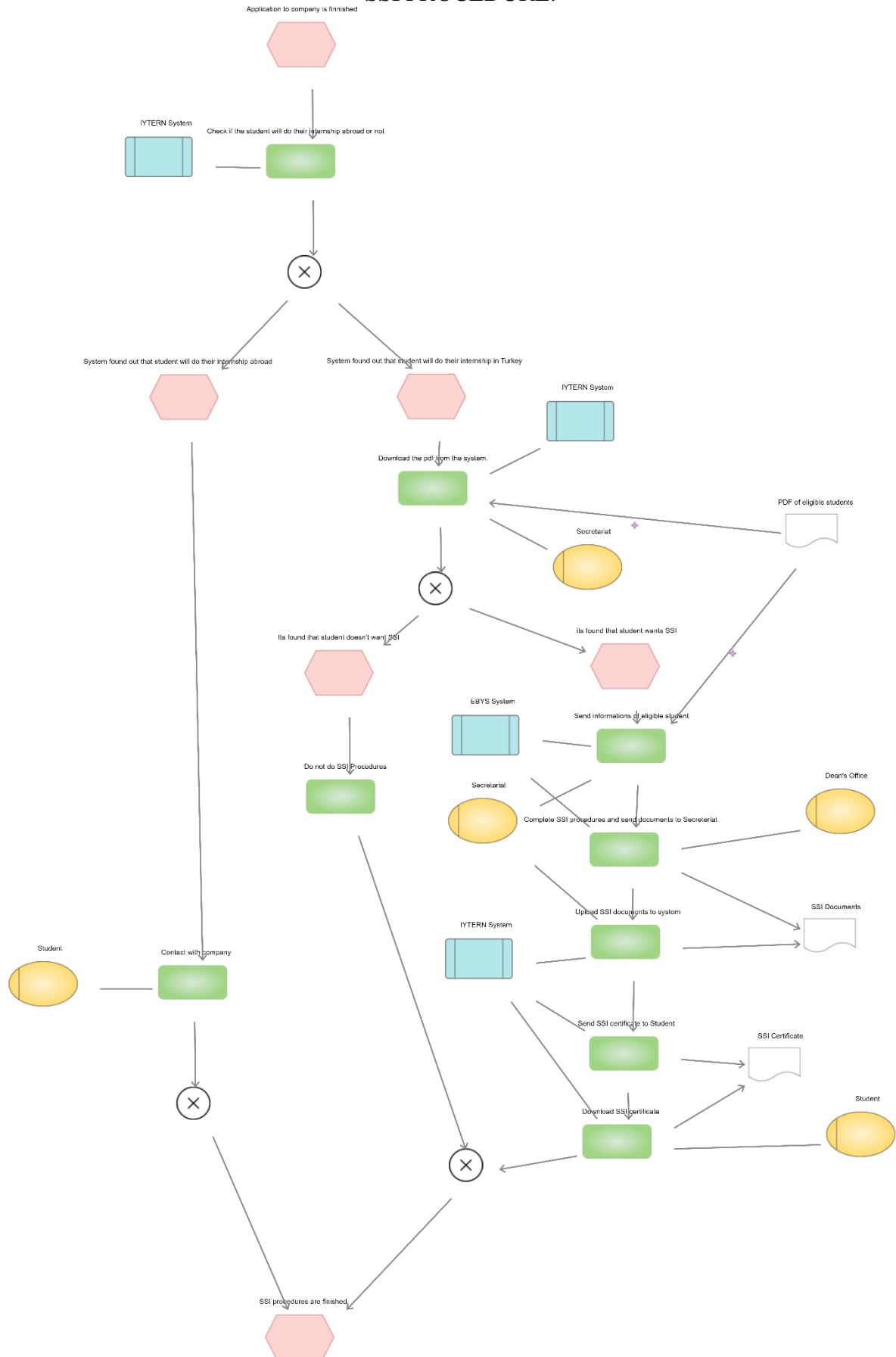
Summer opportunity is announced to students.



# EVALUATE THE SUMMER PRACTICE:



# SSI PROCEDURE:



- AS-IS explains the processes which happen right now. In TO-BE there is a system, and some processes happen differently than AS-IS.
  - Announcements will be announced through the system.
  - Application to company will be through the system.
  - Reviewing the documents and secretary's feedback will be given from the system.
  - Document traffic will be manageable from the system.
  - The process will be trackable from the system.
  - Evaluation survey and grade of the student will be available in the system.

#### **4. High-Level Functional Requirements**

- The system should allow registered users to log in.
- Employers should be able to post internship opportunities with details such as job description, location, duration, and qualifications required.
- Students should be able to browse internship positions and search for suitable opportunities.
- Students should be able to download and upload documents related to their internship.
- The system should provide traceability for the process.
- The system should offer customised access permissions for different user roles (students, coordinators, secretariat, administrators, company executives etc.).
- Ensuring the security and privacy of users' personal data and application information is crucial.