1. **Situation survey**
   1. **Survey of the organization**

* **Faculty:**
  + Manage lectures
  + Check, adjust and send reports to the teaching department.
  + Manage subjects and classes.
  + Manage projects – annual theses
  + Assign duties to lectures: teaching, academic advisor, making topics, guiding and evaluating the projects – annual theses
* **Organization department:**
  + Manage the curriculum vitae of the lectures
* **Teaching department:**
  + Caculate teaching fees for lectures
* **Lectures:**
  + Teach in the university or other training units of other provinces or cities.
  + Make topics, guide and evaluate ( comment and score) the projects – annual theses
  + Serve as the academic advisor of a regular class.
  + Declare the amount of work in the semesters of the school year.
  1. **Survey of business processes, major activities**
* Manage lectures.
* Manage subjects and classes.
* Manage projects – annual theses.
* Manage academic advisors.
* Canculate the number of standard periods in teaching and teaching fees for lectures.
  1. **Survey of existing system**

Không nói nên bỏ qua

1. **Requirement determination**
   1. **Functional requirements**

* Storage:
  + Faculty information: Faculty ID, name,...
  + Lecture information: Lecturer ID, name, teaching title,...
  + Subject information: Subject ID, name, category,...
  + Class information: Class ID, name, industry, course, institution name, number of students, academic advisor,...
  + Project – annual thesis information: ID, topic, category, instructor, reviewer,...
* **Query**

Ít nhất 5 đối tượng tìm kiếm thông tin của khoa dựa trên mã khoa, môn học,

* + Get faculity information by: faculty ID, name,...
  + Get lecture information by: lecturer ID, name, teaching, titles,...
  + Get subject information by: subject ID, name, category,...
  + Get class information by: class ID, name, industry, course, institution name, academic advisor,…
  + Get project – annual thesis information by: ID, topic, category, instructor, reviewer,…
* **Caculate:**
  + Caculate standard periods by lectures duties: Make topics, guide and evaluate the projects – annual theses, number of students in lecture’s class, be academic advisor or not, declare the amount of work in the semesters,…
  + Caculate teaching fees base on stadard period of lectures.
* **Statistic report**
  + Show the amount of work to faculity, teaching department and lectures.
  + Show the amount of teaching fees to faculity, teaching department and lectures.
  1. **Non-functional requirements**
* **GUI requirements: multilingual, friendly interface, highly interactive.**
* **Security:** 
  + Protection from errors and intentional intrusions from internal and external sources
  + There are elements such as user registration, user authorization, user authentication
* **Performance:**
  + Meet the requirements of response time, storage capacity, processing power, processing speed
* **Scalability:**
  + Expansion of processing power to meet increased demands.
* **Compatibility:**
  + Degree of compatibility between process and process, of system software with equipment, or with other system software.