

SRS DOCUMENT Software Requirement Specification

OrangeHRM - Live Project

Functional Requirement Specification

Version 1

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Introduction

1.1 Project Description

OrangeHRM is an open-source Human Resource Management system that provides organizations with centralized tools for managing employee information, job structures, organizational hierarchies, and qualifications. The Admin panel acts as the control center of the system, allowing HR administrators to configure, maintain, and monitor master data, system users, and organizational settings.

1.2 Problem Statement

Organizations face challenges in managing HR data due to manual processes and scattered tools, leading to inefficiency, inconsistent records, and security risks. The OrangeHRM Admin panel provides a centralized platform to manage users, job structures, organizational hierarchies, and qualifications with secure role-based access control and audit logging. This solution reduces administrative workload, improves data accuracy, strengthens compliance, and enhances overall HR efficiency.

1.3 Project Objectives

The OrangeHRM Admin panel serves as a centralized platform for managing HR operations, ensuring data consistency and integrity across all modules. It is designed to increase efficiency by streamlining core administrative tasks such as user management, job configuration, and organizational structuring. The system places strong emphasis on security and compliance through role-based access control (RBAC) and detailed audit logging, ensuring transparency and accountability. In addition, it provides flexibility by supporting configurable settings, multilingual use, and modular activation or deactivation of features, making it adaptable to diverse organizational needs.

1.4 Hardware and Hosting

OrangeHRM' s servers will be hosted at X company's site. OrangeHRM will be hosted on two servers: One to host the actual website and (language)code, and the other to host the (database name) database.

System Requirement

2.1 Stakeholder

- Admin : System administrator with full privileges ,responsible for managing employee-related data and configurations
- Employee: Employee Self-Service

2.2 Functional Requirement

2.2.1 Admin:

2.2.1.1 User Management

- RQ1.01:The system shall allow admin to login
- RQ1.02:The system shall allow the Admin to create a new system user
- RQ1.03:The system shall allow the Admin to update details of an existing user
- RQ1.04:The system shall allow the Admin to delete an existing user after confirmation.
- RQ1.05:The system shall display a list of all users with pagination and summary counters.
- RQ1.06:The system shall allow admin to Reset an existing users
- RQ1.07:The system shall allow admin to Search about existing users
- RQ1.08: The system shall display a list of all users
- RQ1.09:The system shall allow the Admin to select multiple users
- RQ1.10:The system shall allow the Admin to delete multiple users

2.2.1.2 Job Management

- RQ2.01:The system shall allow admin to add a new job title
- RQ2.02:The system shall allow admin to update details of an existing Job Title
- RQ2.03:The system shall allow admin to remove a Job Title with confirmation
- RQ2.04:The system shall allow admin to display a list of Job Titles with edit/delete options

- RQ2.05:The system shall allow admin to add a new Pay Grade
- RQ2.06:The system shall allow admin to modify details of an existing Pay Grade
- RQ2.07:The system shall allow admin to delete a Pay Grade
- RQ2.08:The system shall allow admin to add Currency
- RQ2.09:The system shall allow admin to update Currency
- RQ2.10:The system shall allow admin to delete Currency
- RQ2.11:The system shall allow admin to add Employment status
- RQ2.12:The system shall allow admin to update Employment status
- RQ2.13:The system shall allow admin to delete Employment status
- RQ2.14:The system shall allow admin to add job categories
- RQ2.15:The system shall allow admin to edit job categories
- RQ2.16:The system shall allow admin to delete job categories
- RQ2.17:The system shall allow admin to add work shifts
- RQ2.18:The system shall allow admin to update work shifts
- RQ2.19:The system shall allow admin to delete work shifts

2.2.1.3 Organization Management

- RQ3.1 :The system shall allow admin to edit general information
- RQ3.2 :The system shall allow admin to add location
- RQ3.3 :The system shall allow admin to edit existing location
- RQ3.4 :The system shall allow admin to delete location
- RQ3.5 :The system shall allow admin to search location
- RQ3.6 :The system shall allow admin to reset location
- RQ3.7 :The system shall allow admin to display all Location
- RQ3.8 :The system shall allow admin to search Locations
- RQ3.9 :The system shall allow admin to filter locations

2.2.1.4 Qualifications Management

- RQ 4.1: The system shall allow the admin to add new skills
- RQ 4.2: The system shall allow the admin to edit existing skills
- RQ 4.3: The system shall allow the admin to delete existing skills
- RQ 4.4: The system shall allow the admin to search about skills by filtering
- RQ 4.5: The system shall allow the admin to display a list of Education levels
- RQ 4.6: The system shall allow the admin to search education by filtering
- RQ 4.7: The system shall allow the admin to adding a new Education level
- RQ 4.8: The system shall allow the admin to update an Education level
- RQ 4.9: The system shall allow the admin to delete an Education level
- RQ 4.10: The system shall allow the admin to display a list of Languages

- RQ 4.11: The system shall allow the admin to adding a new Language
- RQ 4.12: The system shall allow the admin to update an existing Language.
- RQ 4.13: The system shall allow the admin to delete existing language

2.3 Use Case

2.3.1 Use Case List

UC-01 Login

UC-02 Add user

UC-03 Edit user

UC-04 Delete user

UC-05 Reset user

UC-06 Search user

UC-07 Add job title

UC-08 Edit job title

UC-09 Delete job title

UC-10 Add paygrade

UC-11 Edit paygrade

UC-12 Delete paygrade

UC-13 Add currency

UC-14 Edit currency

UC-15 Delete currency

Name	Login
UC_ID	UC-01 RQ 1.01 RQ 1.02
Actor	Admin Employee
Description	The system shall allow the user to login into the application using his/her username or email and password
Pre-conditions	The user already have an account
Basic flow	-The user enter his/her username -The user enter his/her password -The user click to login
Alternative flow	-The user enter invalid or wrong email or password -The user click to login with missing fields
Post-Condition	login successfully and the user enter to the application

Name	Add user
UC_ID	UC-02 RQ 1.02
Actor	Admin
Description	The system shall allow the Admin to add a new user to the application with fields: Role, Employee Name, Status, Username, and Password.
Pre-conditions	The admin must log into the account
Basic flow	<ul style="list-style-type: none"> -Admin select user role -Admin enter Employee name -Admin select status -Admin enter username -Admin enter password -Admin enter confirm password -Admin click save
Alternative flow	<ul style="list-style-type: none"> -The Admin add existing user -Admin add user with wrong or invalid fields
Post-Condition	The new user added successfully

Name	edit user
UC_ID	UC-02 RQ 1.03
Actor	Admi
Description	The system shall allow the Admin to edit an existing user with fields: Role, Employee Name, Status, Username, and Password.
Pre-conditions	The admin must log into the account
Basic flow	<ul style="list-style-type: none"> -Admin click on edit icon -Admin select user role -Admin enter Employee name -Admin select status -Admin enter username -if he/she wants to change e password check 'change password?' -Admin enter confirm password -Admin click save
Alternative flow	<ul style="list-style-type: none"> -Changing username to an existing one -No changes made
Post-Condition	The user Edited successfully

Name	delete user
UC_ID	UC-04 RQ 1.04
Actor	Admin
Description	The system shall allow the Admin to delete an existing user.
Pre-conditions	The admin must log into the account
Basic flow	-Admin click on delete icon -Admin click on yes deleted
Alternative flow	-Changing username to an existing one -No changes made
Post-Condition	The user deleted successfully

Name	Reset user
UC_ID	UC-05 RQ 1.05
Actor	Admin
Description	The system shall allow the Admin to Reset an existing user.
Pre-conditions	The admin must log into the account
Basic flow	-Admin enter username -Admin select user role -Admin enter Employee name -Admin select status -Admin click Reset
Alternative flow	-There is no data entry
Post-Condition	The user Reset successfully

Name	Search user
UC_ID	UC-06 RQ 1.07
Actor	Admin
Description	The system shall allow the Admin to search about existing user
Pre-conditions	The admin must log into the account
Basic flow	-Admin enter username -Admin select user role
	-Admin enter Employee name -Admin select status -Admin click Search
Alternative flow	-The admin clicked search without entering data
Post-Condition	-Search result appear related to search input

Name	add job title
UC_ID	UC-07 RQ 2.01
Actor	Admin
Description	The system shall allow the admin to add new job title
Pre-conditions	The admin must log into the account
Basic flow	<ul style="list-style-type: none"> -Admin click job -Admin click jobTitle -Admin click add icon -Admin enter job title -Admin enter job description -Admin enter job specification -Admin enter note -Admin click save
Alternative flow	<ul style="list-style-type: none"> -Admin enter duplicate job title -Admin doesn't save the entries
Post-Condition	The new job title added successfully

Name	add job title
UC_ID	UC-08 RQ 2.02
Actor	Admin
Description	The system shall allow the admin to edit job title
Pre-conditions	The admin must log into the account

Basic flow	<ul style="list-style-type: none"> -Admin click job -Admin click jobTitle -Admin click edit icon -Admin enter job title -Admin enter job description -Admin enter job specification -Admin enter note -Admin click save
Alternative flow	<ul style="list-style-type: none"> -Admin enter duplicate job title -Admin doesn't save the entries
Post-Condition	The update of job title added successfully

Name	delete job title
UC_ID	UC-09 RQ 2.03
Actor	Admin
Description	The system shall allow the admin to delete an existing job title
Pre-conditions	The admin must log into the account
Basic flow	<ul style="list-style-type: none"> -Admin click job -Admin click jobTitle -Admin click delete icon -Admin click 'yes delete'
Alternative flow	-Admin cancel deleting
Post-Condition	The job title deleted successfully

Name	Add paygrade
UC_ID	UC-10 RQ 2.05
Actor	Admin
Description	The system must allow the Admin to add a new paygrade
Pre-conditions	The admin must log into the account
Basic flow	-Admin click job -Admin click paygrade -Admin click add -Admin enter name -Admin click save
Alternative flow	-Admin enter missing required fields
Post-Condition	The pay grade added successfully

Name	Edit paygrade
UC_ID	UC-11 RQ 2.06
Actor	Admin
Description	The system must allow the Admin to edit an existing paygrade
Pre-conditions	The admin must log into the account
Basic flow	-Admin click job -Admin click paygrade -Admin click edit icon -Admin enter name -Admin click save
Alternative flow	-Admin enter missing required fields -Admin cancel editing
Post-Condition	The pay grade edited successfully

Name	delete paygrade
UC_ID	UC-12 RQ 2.08
Actor	Admin
Description	The system must allow the Admin to add a new paygrade
Pre-conditions	The admin must log into the account
Basic flow	<ul style="list-style-type: none"> -Admin click job -Admin click paygrade -Admin click delete icon -Admin enter name -Admin click save
Alternative flow	<ul style="list-style-type: none"> -Admin enter missing required fields -Admin cancel deleting
Post-Condition	The pay grade deleted successfully

Name	Add currency
UC_ID	UC-13 RQ 2.09
Actor	Admin
Description	The system must allow the Admin to add a new currency
Pre-conditions	The admin must login into the account
Basic flow	<ul style="list-style-type: none"> -Admin click job -Admin click paygrade -Admin click edit icon -Admin click add currency -Admin select currency -A enter minimum salary -Admin enter maximum salary -Admin click save
Alternative flow	<ul style="list-style-type: none"> -Admin enter missing required fields -Admin cancel adding
Post-Condition	The new currency added successfully

Name	edit currency
UC_ID	UC-14 RQ 2.10
Actor	Admin
Description	The system must allow the Admin to edit an existing currency
Pre-conditions	The admin must login into the account

Basic flow	<ul style="list-style-type: none"> -Admin click job -Admin click paygrade -Admin click edit icon -Admin click edit currency icon -Admin select currency -Admin enter minimum salary -Admin enter maximum salary -Admin click save
Alternative flow	<ul style="list-style-type: none"> -Admin enter missing required fields -Admin cancel editing
Post-Condition	The existing currency edited successfully

Name	delete currency
UC_ID	UC-15 RQ 2.11
Actor	Admin
Description	The system must allow the Admin to delete an existing currency
Pre-conditions	The admin must login into the account
Basic flow	<ul style="list-style-type: none"> -Admin click edit icon -Admin click delete currency icon -Admin click 'yes delete'
Alternative flow	<ul style="list-style-type: none"> -Admin cancel deleting
Post-Condition	The existing currency deleted successfully