**Volunteer Management System**

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| ***Function Point Counter*** |  |
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| **FPC for VMS** |  |
|  |  |
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| Volunteer Management System  Function Point Counter |

Version: 0.1

Prepared by: Dio Phung

Date: 26rd March 2011

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**Document History**

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| Version | Author | Reviewed by | Date |
| 0.1 | Dio Phung |  | 26rd March 2011 |
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**Distribution List**

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| Name | Department | Organization |
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1. **Data functions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Internal Logical File/External Interface File** | | | | **Element of complexity** | |  |
| # | Type | Reference | Description | DET | RET | Complexity |
| 1 | ILF | 2.3.1 | **Volunteer Account:**   * User name * Password * DOB * Email * Phone * …etc. |  |  |  |
| 2 | ILF | 2.3.19 | **Project**:   * Name * Location * Project introduction * Start date * End date * Status (Finished/in progress/ Coming) * …etc. |  |  |  |
| 3 | ILF | 2.3.6 | **Feedback**:   * Author * Content * Created Time * Status (approved/not approved) * …etc. |  |  |  |
| 4 | ILF | 2.3.7 | **Story/Experience**   * Author * Topic * Content * Created Date * Status ( approved/not approved) * …etc. |  |  |  |
| 5 | ILF | 2.3.8 | **Project Preference (of volunteer):**   * Volunteer Name * Preference details * …etc. |  |  |  |
| 6 | ILF | 2.3.32 | **Request for certificate:**   * Requestor (Volunteer name) * Project name * Authorizer (the authority to approved this request) * Created Date * …etc. |  |  |  |
| 7 | ILF | 2.3.11 | **Staff account:**   * Staff name * Password * Department * Position / Role (Project director, PM, lead…etc.) * DOB * Mobile phone * Email * …etc. |  |  |  |
| 8 | ILF | 2.3.18 | **Project Proposal:**   * Author / Proposer * The approving authority * Proposal details * Created date * Status of proposal * …etc. |  |  |  |
| 9 | ILF | 2.3.25 | **Itinerary:**   * Project ID * Start date * End date * Itinerary details (when do what, by whom) * Status (approved/not approved) * …etc. |  |  |  |
| 10 | ILF | 2.3.24 | **Project Progress:**   * Expected Start date * Expected End date * Actual Start date * Actual End date * Status * …etc. |  |  |  |
| 11 | ILF | 2.3.23 | **Project Calendar:**   * Project name * Calendar details * …etc. |  |  |  |
| 12 | ILF | 2.3.32 | **Certificate:**   * Certificate name * Volunteer name * Project name * Certificate content * …etc. |  |  |  |
| 13 | ILF | 2.3.35 | **System parameter:**   * Parameter name * Parameter value * …etc. |  |  |  |

1. **Transactional Functions**

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| --- | --- | --- | --- | --- | --- | --- |
| **External Input (EI)/ External Output (EO)/External Enquiry (EQ)** | | | | **Element of complexity** | |  |
| # | Type | Reference | Description | DET | FTR | Complexity |
|  | EI |  | **Register Volunteer Account:**   * User name * Password * DOB * Email * Phone * …etc. |  |  |  |
|  | EI |  | **Update Volunteer Profile:** |  |  |  |
|  | EI |  | **Retrieve Forgotten Password** |  |  |  |
|  | EI |  | **Change Password** |  |  |  |
|  | EI |  | **Post Feedback to Project**:   * Created By * For which project * Content * Created Time * Status (approved/not approved) * …etc. |  |  |  |
|  | EI |  | **Share Experience and Inspiring stories:**   * Author * Topic * Content * Created Date * Status ( approved/not approved) * …etc. |  |  |  |
|  | EI |  | **Raise Interest to Project**   * Volunteer Name * Preference details * …etc. |  |  |  |
|  | EI |  | **Send Request for Certificate**   * Requestor (Volunteer name) * Indicated project * Authorizer (the authority to approved this request) * Created Date * …etc. |  |  |  |
|  | EI |  | **Delete/Deactivate Volunteer Account** |  |  |  |
|  | EI |  | **Register Staff Account By Admin**   * Staff name * Password * Department * Position / Role (Project director, PM, lead…etc.) * DOB * Mobile phone * Email * …etc. |  |  |  |
|  | EI |  | **Update Profile By Staff** |  |  |  |
|  | EI |  | **Retrieve Forgotten Password** |  |  |  |
|  | EI |  | **Change password** |  |  |  |
|  | EI |  | **Manage Staff Role** |  |  |  |
|  | EI |  | **Delete/ Deactivate Staff Account** |  |  |  |
|  | EI |  | **Propose Project**   * Author / Proposer * The approving authority * Proposal details * Created date * Status of proposal * Etc. |  |  |  |
|  | EI |  | **Approve/Reject project proposal** |  |  |  |
|  | EI |  | **Setup project details**   * Name * Location * Start date * End date * Status * …etc. |  |  |  |
|  | EI |  | **Invite Volunteer By Email** |  |  |  |
|  | EI |  | **Assign project member and roles** |  |  |  |
|  | EI |  | **Setup itinerary plan** |  |  |  |
|  | EI |  | **Setup project calendar**   * Project name * Calendar details |  |  |  |
|  | EI |  | **Update project progress**   * Expected Start date * Expected End date * Actual Start date * Actual End date * Status * …etc. |  |  |  |
|  | EI |  | **Prepare Itinerary Plan**   * Project ID * Start date * End date * Itinerary details (when do what, by whom) * Status (approved/not approved)…etc. |  |  |  |
|  | EI |  | **Submit Itinerary Plan** |  |  |  |
|  | EI |  | **Approve/Reject Itinerary Plan** |  |  |  |
|  | EI |  | **Upload Certificate Template**   * Certificate name * Volunteer name * Certificate content * Project name * …etc. |  |  |  |
|  | EI |  | **Request certificate by volunteer** |  |  |  |
|  | EI |  | **Configure System Parameter**   * Parameter name * Parameter value * …etc. |  |  |  |

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| --- | --- | --- | --- | --- | --- | --- |
| **External Input (EI)/ External Output (EO)/External Enquiry (EQ)** | | | | **Element of complexity** | |  |
| # | Type | Reference | Description | DET | FTR | Complexity |
|  | EQ |  | **Logon**  **Input:**   * ID * Password   **Output:**   * Security level |  |  |  |
|  | EQ |  | **Browse for project**  **Input:**   * Start date * Location   **Output:**   * Name * Location * Start date * End date * Status * …etc. |  |  |  |
|  | EQ |  | **Display Volunteer Account**  **Input:**   * Volunteer name   **Output:**   * User name * DOB * Role (Team lead/member) * Address * Email * Phone * …etc. |  |  |  |
|  | EQ |  | **Display Staff Account**  **Input:**   * Staff name   **Output:**   * Staff name * Department * Position / Role (Project director, PM, lead…etc.) * DOB * Mobile phone * Email * …etc. |  |  |  |
|  | EQ |  | **Project Tracking Report**  **Input:**   * Project ID   **Output:**   * Project calendar * Project itinerary * Project progress |  |  |  |
|  | EQ |  | **Volunteer Specific Report**  **Input:**   * Volunteer name   **Output:**   * No of Projects participated in * No of days spend in each project * Position in each project * Project preference * …etc. |  |  |  |

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| --- | --- | --- | --- | --- | --- | --- |
| **External Input (EI)/ External Output (EO)/External Enquiry (EQ)** | | | | **Element of complexity** | |  |
| # | Type | Reference | Description | DET | FTR | Complexity |
|  | EO |  | **New password email**   * User name * New password * Hyperlink to activate new password |  |  |  |
|  | EO |  | **Volunteer Email invitation**   * Project name * Project details * Hyperlink to join project |  |  |  |
|  | EO |  | **Generated Certificate**   * Certificate name * Volunteer name * Project name * Certificate content * …etc. |  |  |  |