

# Phase 1: Problem Understanding & Industry Analysis

## 1. Requirement Gathering

**Project Name :** HR Recruitment & Onboarding Management System

**Goal:** Make hiring and onboarding faster, easier, and automated.

**Key Problems:** Manual processes, slow communication, delayed approvals, unclear onboarding steps.

**Main Features:** Job/candidate tracking, interview scheduling, offer approval, automated onboarding tasks.

**Success Metrics:** Reduced time-to-hire, higher offer acceptance rate, faster onboarding completion

## 2. Stakeholder Analysis

	A	B	C	D	E
1	Stakeholder Role	Name	Responsibility	Influence	Main Concern
2	HR Manager	Priya Sharma	Oversees recruitment process	High	Faster hiring, compliance
3	Recruiter	Aman Patel	Tracks candidates and jobs	High	Reminders, status tracking
4	Interview Panel	R. Williams	Conducts interviews, feedback	Medium	Timely feedback, clear schedule
5	IT Team	S. Rao	Sets up onboarding for hires	Medium	Quick access setup
6	Candidate	(Multiple)	Applies, completes onboarding	Low	Easy steps, clear updates
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### Approval and Responsibilities:

- HR Manager: Final approval of offers and process updates.
- Recruiter: Monitors candidate progress, notifies panel and IT.
- Interview Panel: Provides interview feedback quickly.
- IT Team: Sets up new hire access and systems after approval.
- Candidate: Responds to communication, follows onboarding steps.

### 3. Business Process Mapping

**Flow:** Job Posting → Application → Shortlisting → Interview → Offer → Onboarding

**Key Steps:** HR posts jobs, candidates apply, recruiter shortlists, panel interviews, HR approves offers, IT sets up access.

### 4. Industry-Specific Use Case Analysis

IT services companies need fast hiring to start projects and retain top talent. Automation reduces errors and speeds up processes.

### 5. AppExchange Exploration

**Reviewed:** Recruitment Manager (good tracking, limited automation), JobScience (strong pipeline, needs integration).

**Gap Identified:** Better onboarding automation and custom dashboards needed.

### 6. User Stories & Acceptance Criteria

#### Key Stories:

- HR Manager: Create/post jobs quickly
- Recruiter: Track candidates without missing follow-ups
- Interviewer: Receive timely reminders for feedback
- Candidate: Clear onboarding steps

**Acceptance:** Jobs can be posted, candidates move through stages, reminders work, approvals required for offers.