**1.1 OVERVIEW**

“HIM OSF” a nonprofit organization, is the alumni association of HIM organized in 2011 for helping the poor and needy people at Nirmalagiri and surroundings. In existing system all the works and activities of the organization are done manually in paper. They need to keep and maintain account book and report book with proper entry for each activity.

**1.2 SCOPE OF THE PROJECT**

The proposed system managing the activities of “HIM OSF” is user friendly. The system helps in tracking records so that past records can be verified through them and one can make decisions based on the past records. This application is very useful for members of the organization and the people who need help.

**2.1 REQUIREMENT ANALYSIS**

Requirements analysis results in the specification of software’s operational characteristics, indicates software’s interface with other system elements, and establishes constraints that software must meet. Requirements analysis allows you to elaborate on basic requirements established during the inception, elicitation, and negotiation tasks that are part of Requirements engineering.

**REQIUREMENT GATHERING**

The requirement gathering can be done by following ways.

* Interview
* Questionnaire
* Website visit.
* Onsite visit

For requirement analysis I choose the questionnaire, interview, onsite visit. I asked set of questions to the members and executive members of the organization.

The questions to the Secretary are:

1. Did you keep the list of registered members in the organization?

No, we never keep the list of the registered members, since it is an alumni association we consider all the alumni members as the member.

2. How this organization is helpful to the poor?

The organization has helped the poor in various ways like, conducted marriages of poor girls, provides food, gives shelter for needs, give medical help etc.

3. How will you understand if a man needs help?

If someone needs help, they will meet us with a corresponding letter, or we get the information from theirs neighbors or friends.

4. Why did you create this organization?

Even in social work the people are divided by the political

5. Whether you have General body/common meeting of this organization?

We will call the common meeting as soon as we get a request or when we find someone needs helps, we also call the common meeting before conducting a program

6. What types of programs do you conduct?

We conduct mainly the religious programs

7. Does you keep the record of every meeting?

Yes, it is the duty of the secretary to keep the record of each meeting conducted.

8. Does you get any type of help from outside?

Yes, we get so many helps form out our regions since our members are mainly working in foreign countries.

9. Whether this is a religious organization?

We conduct programs corresponding to the religion , but we helps the people in all religion

10. How will you keep in touch with the members?

We have a WhatsApp group and every information about the organization is shared with the group members

11. How will you inform the members that they are needed?

We used to call the members if we need any help from the members.

12. Do you have any registration process for joining this organization?

We are trying to include a registration form to join the organization

13. Do you have any suggestions?

We just need to create a user-friendly website so that the member can register through it, They can view the current activity and they can donate through the website, they need to view the report of all programs held by the organization so the is no need of conducting meeting to share the report.

The questions to the treasurer are:

1.Wheter you use any accounting software

No, we don’t use any accounting software, we only use a book and pen for calculating the money

2. How do you get the income?

We usually collect a monthly subscription fees from each member, and we go collect donations from elders and from outsiders when needed.

3.Is Subscription fee for member is fixed, how you get that money?

No, the subscription fee varies for different members according to how much they can pay. They usually give the money in hand.

4. How will you inform the members that someone need help?

We have a WhatsApp group and we share all the information in the group. So when we need help from the member we directly send message to the group or we contact them through the phone

5.Do you keep the record of income and expenses, then how?

Yes, I keep the records of every transactions held in an account book.

6. Do you use smart phone and are you aware of mobile banking?

Yes, I use smart phone and some of our member pay theirs subscriptions and donations through the mobile banking.

The questions to the members are:

1. How did you register to this organization?

Now a days there is no proper registration for this organization, whole alumni members of the HIM are the members of this organization.

2. How did you pay your subscription fee?

We pay the subscription fee in hand. Sometimes we forget to pay the subscription fee and since we are only using book and paper it is difficult find the pending payments.

**2.2 EXISTING SYSTEM**

In existing system, all the works are done manually in paper works. They need keep all records in the book. The executive members should meet each member if they need money for work. Since every member is busy with their own work they can’t attend the meeting.

**Disadvantages of Existing system**

* Records won’t last longer
* Time consuming
* Members will be unaware of meeting.
* Difficult to track pending payments or donations since they are recorded on a book