Software Requirements Specification (SRS)

Feedback & Review System

1.1 Introduction

1.1.1 Purpose

This document defines requirements for an **employee performance feedback system** similar enabling continuous feedback, goal tracking, and performance reviews.

1.1.2 Scope

- Employee/manager feedback cycles (1:1s, 360° reviews)
- Goal setting (OKRs/KPIs) and progress tracking
- Analytics dashboards for HR/leadership
- Integration with HR tools (e.g., BambooHR, Slack)

1.1.3 Definitions

- **360° Feedback**: Multi-rater reviews (peers, managers, self).
- **OKR**: Objectives and Key Results (goal framework).
- **Cycle**: Time-bound review period (e.g., quarterly).

1.2 Functional Requirements

ID	Requirement	Description
FR1	User Roles	Roles: Employee, Manager, HR Admin.
FR2	Feedback Submission	Submit 360° feedback (text + ratings).
FR3	Goal Management	Set/edit OKRs with progress tracking.
FR4	Review Cycles	Schedule & automate quarterly/annual reviews.
FR5	Analytics Dashboard	View team performance trends.
FR6	Integration	Sync with HRIS (e.g., Workday) and Slack.

1.3 Non-Functional Requirements

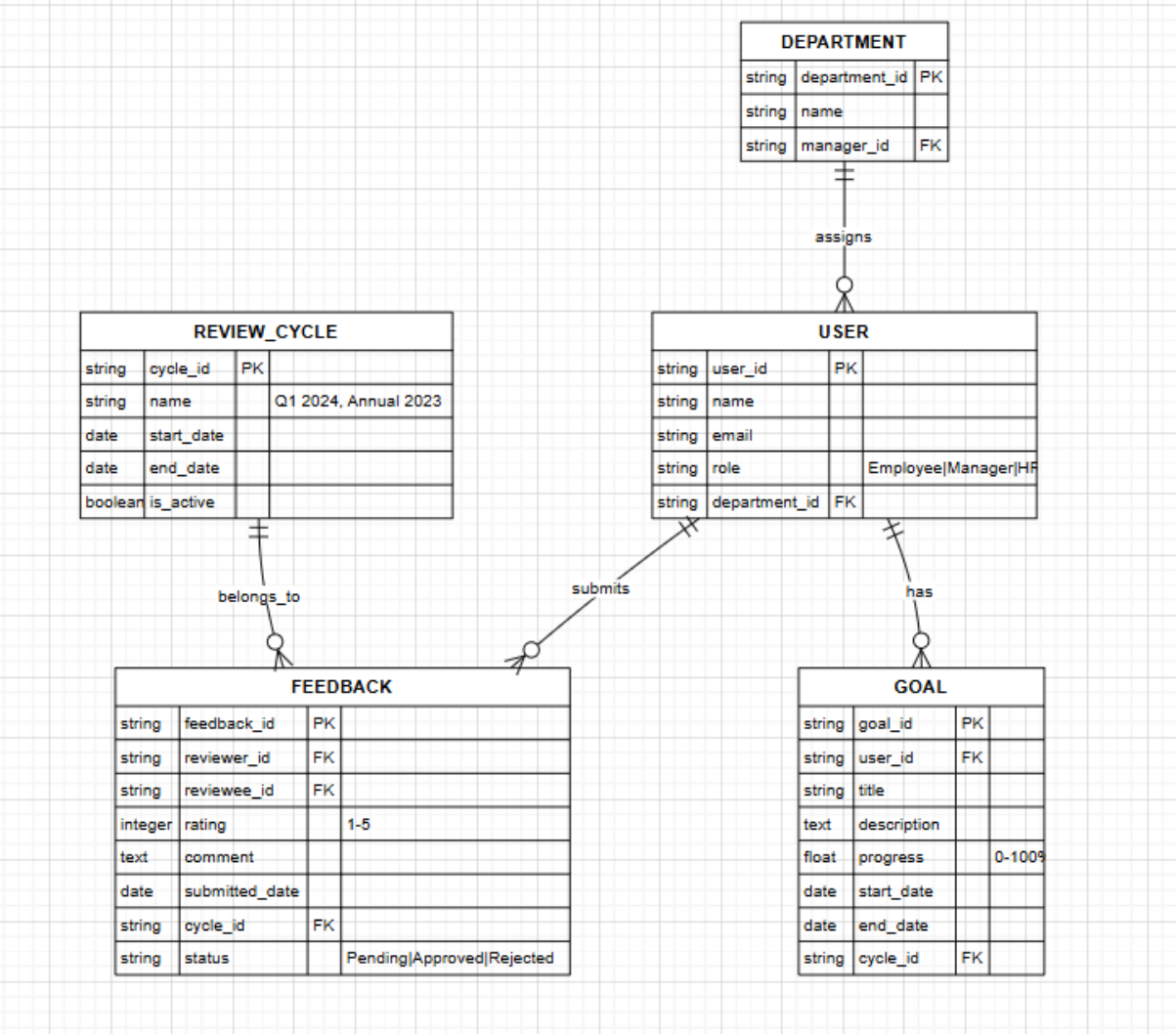| ID	Requirement	Description
NFR1	Security	GDPR/CCPA compliance, role-based access.
NFR2	Performance	Support 1,000+ concurrent users.
NFR3	Usability	Intuitive UI (drag-and-drop goal setup).

1.4 Use Case Diagram

Key Use Cases:

- **Employees**: Submit feedback, track goal progress.

- **Managers**: Approve goals, generate team reports.

- **HR Admins**: Configure cycles, analyse org-wide data.

- **System**: Automated reminders & HRIS syncs.

Authenticate

Validate Input

«include»

«include»

Submit Feedback

Employee

«include»

Set Goals

View Progress

Review Team Feedback

Manager

Approve Goals

Generate Reports ← «extend» → Export Data

Configure Review Cycles

Manage User Roles

HR_Admin

Analytics Dashboard ← «extend» → Filter Data

Send Reminders

Sync HRIS Data

System

Detect Anomalies

Automated Processes:
- Reminders
- HRIS sync
- Anomaly detection

1.5 ER Diagram

1.6 System Overview

A cloud-based performance management system enabling:

- **360° feedback** (peer/manager/subordinate reviews)
- **Goal tracking** (OKRs/KPIs with progress monitoring)
- **Automated review cycles** (quarterly/annual evaluations)
- **HR analytics** (sentiment analysis, completion rates)

Tech Stack:

- Frontend: React.js (web) + Flutter (mobile)
- Backend: Node.js/Django (REST API)
- Database: PostgreSQL (structured data) + Redis (caching)
- Integrations: Slack/Teams notifications, HRIS sync (BambooHR/Workday)

Key Differentiators:

- AI-powered feedback suggestions

- Real-time progress dashboards

- Configurable review workflows