# IIMB Samarpan Platform – Product Requirements Document (PRD)

## Executive Summary

The IIMB Samarpan Platform addresses the lack of a unified portal where students at IIM Bangalore can discover, sign up for, and track social work opportunities. Community engagement is a core value at IIMB, yet students and the Vikasana team currently lack a centralized tool to post opportunities, manage participation, and align incentives.

The proposed solution is a digital platform that connects students with campus initiatives and NGO projects, offers an easy sign‑up flow, and provides incentive mechanisms such as coin‑based gamification. By allowing administrators to post and manage opportunities and students to search, filter and register, the system will improve participation, provide basic analytics, and lay the groundwork for advanced features such as badges, leaderboards, and volunteering transcripts.

## Objectives and Goals

* Provide a single point of access for students to discover, filter, and sign up for social service opportunities within and around IIM Bangalore.
* Enable Vikasana/NGO administrators to create, update, and close opportunities while tracking applications and participation.
* Align incentives for student involvement through coin‑based gamification, recognition badges, and eventual transcripts of volunteer hours.
* Collect basic analytics to measure the number of opportunities posted, applications received, and conversion rates for continuous improvement.
* Lay the foundation for future integration with IIMB’s tech stack, notifications, and external NGO partnerships.

## Problem Statement

Social responsibility is deeply ingrained in the culture at IIM Bangalore, spearheaded by the Vikasana student body; however, there is currently no single platform where students can easily discover and register for social work opportunities. As a result, awareness remains low, students rely on ad‑hoc information through disparate channels, and administrators must manually manage sign‑ups via spreadsheets or forms. There is also limited incentive alignment: students accumulate hours informally without recognition or a means to showcase their impact.

## User Roles

**Student:** Primary user. Searches for and signs up to social work opportunities. Tracks participation, receives confirmations and reminders.

**Administrator / Vikasana:** Creates and manages opportunities. Reviews applications, updates statuses, monitors participation, and views analytics.

**NGO Partner (Future):** Can post and manage external opportunities once integration is enabled.

## Solution Overview

The IIMB Samarpan platform is a web‑based portal accessible via desktop and mobile. Students can discover opportunities using filters such as duration, type of activity (teaching, donation, mentoring, etc.), and required skills. Administrators have an interface to create detailed opportunity listings with descriptions, logistics, and required skills, as well as to close applications when filled. Every sign‑up triggers an email confirmation to the student and logs the application for administrative review.

A coin‑based gamification layer awards students virtual points (coins) for each completed activity. Coins accumulate in a personal profile, unlocking badges and leaderboards that foster friendly competition. In later phases, these coins can be converted into certificates or transcripts of volunteer hours.

## MVP Scope

* **User Registration and Authentication:** for students and administrators.
* **Admin Dashboard:** create, edit, and close opportunities with fields for name, description, duration, type, skill and status.
* **Student Portal:** search and filter on duration, type, and skill; list and detail views; one‑click sign‑up.
* **Email Notifications:** students receive confirmation upon sign‑up; administrators receive a daily digest summarising new applications.
* **Basic Analytics:** administrator dashboard showing the count of active opportunities, number of applications per opportunity, and conversion rates.
* **Gamification Engine:** awarding coins for each completed opportunity and updating the student’s coin total in their profile.
* **Responsive Design:** optimised for mobile and desktop browsers with intuitive navigation.

## Features and User Stories

### Administrator Features

#### Create Opportunity

* **Description:** Admin can create a new opportunity by entering title, description, duration (e.g., 2 hours/week for 4 weeks), type (teaching, donation, mentoring, etc.), skill requirements, and status (Open/Closed).
* **User Story:** As an administrator, I want to post detailed social work opportunities so that students can understand the commitment and requirements before applying.
* **Acceptance Criteria:** The system saves the opportunity and displays it to students with appropriate filters applied.

#### Manage Opportunity Status

* **Description:** Admins can edit existing opportunities, close them when filled, or delete outdated listings.
* **User Story:** As an administrator, I want to update or close an opportunity once filled so that new students are not misled by outdated posts.
* **Acceptance Criteria:** Updated opportunities reflect instantly for students, and closed opportunities are removed or marked clearly.

#### View Applications

* **Description:** Admins can view lists of students who have applied for each opportunity, along with contact details and status (pending/completed).
* **User Story:** As an administrator, I want a list of applicants for each opportunity so I can coordinate and follow up effectively.
* **Acceptance Criteria:** The list shows applicants with their names, email addresses, application date, and status.

#### Analytics

* **Description:** An analytics module displays key metrics such as the number of opportunities created, total applications, and apply rate (applications per opportunity).
* **User Story:** As an administrator, I want to see basic metrics to evaluate the effectiveness of postings and student engagement.
* **Acceptance Criteria:** The analytics page shows aggregated counts and simple charts updated in near real‑time.

### Student Features

#### Browse Opportunities

* **Description:** Students can browse a feed of available opportunities, with cards summarising the title, a brief description, duration, type, and required skills.
* **User Story:** As a student, I want to scroll through available social work opportunities so that I can quickly identify activities that interest me.
* **Acceptance Criteria:** The opportunity feed displays at least 10 cards per page and loads more on scroll or pagination.

#### Search and Filter

* **Description:** Students can search by keywords and filter by duration (e.g., Instant, 1‑3 days, 1 week, 2‑4 weeks), type of activity, and skill requirements.
* **User Story:** As a student, I want to filter opportunities by my schedule and skills so that I see only relevant options.
* **Acceptance Criteria:** Applying a filter immediately updates the list of opportunities; combined filters work together.

#### Opportunity Detail Page

* **Description:** Clicking a card opens a detail page showing a full description, time commitment, location (if applicable), and contact information.
* **User Story:** As a student, I want to view detailed information before committing so that I know exactly what is expected.
* **Acceptance Criteria:** The detail page displays all fields and includes a visible “Apply” or “Sign Up” button.

#### One‑Click Sign‑Up

* **Description:** Students can sign up for an opportunity by clicking an apply button; the system captures their name and email automatically from their profile.
* **User Story:** As a student, I want a simple sign‑up process so that I can commit quickly without filling repetitive forms.
* **Acceptance Criteria:** Upon applying, the student receives a confirmation email and the admin sees the student in the applicant list.

#### Profile and Participation Tracking

* **Description:** Students have a personal profile page showing their applied opportunities, status of each (pending, accepted, completed), and total coins earned.
* **User Story:** As a student, I want to track my volunteer participation over time so that I can demonstrate my contributions.
* **Acceptance Criteria:** The profile updates after each sign‑up and completion, including coin tally and badges.

#### Gamification (Coin System)

* **Description:** Each time a student completes an opportunity, the system awards a predefined number of coins based on duration or difficulty. Coins accumulate and contribute to badges and leaderboards.
* **User Story:** As a student, I want to earn coins and see my ranking relative to peers so that I feel motivated to participate.
* **Acceptance Criteria:** Coins update automatically on completion; a leaderboard displays the top performers; badges unlock at certain coin milestones.

## Gamification Details

To align incentives and encourage sustained participation, the platform employs a coin‑based gamification system. Coins are digital tokens earned when a student completes a volunteering assignment. The number of coins awarded can be proportional to the time commitment (e.g., 1 coin per hour) or based on complexity.

Students accumulate coins in their profile. Milestone badges (e.g., Bronze: 10 coins, Silver: 25, Gold: 50) appear as achievements, and a leaderboard ranks participants by total coins. Administrators can adjust coin values and define new badges through a configuration panel (future enhancement). Students can showcase their coin tally and badges on their resumes or LinkedIn profiles, reinforcing the social impact narrative.

## UI/UX Considerations

* Intuitive navigation with a clear separation of admin and student interfaces; use role‑based dashboards.
* Home page featuring a search bar and filter sidebar to refine opportunities by duration, type, and skill as depicted in the proposal.
* Opportunity cards displaying concise information: title, brief description, duration, type, skill required, and call‑to‑action button.
* Detail pages with clean layouts, emphasising description, contact info, and apply button. Use progress indicators to show application and completion status.
* Admin dashboard with tabs for creating opportunities, managing applications, and viewing analytics. Incorporate data visualisation for apply rates.
* Profile pages for students showing personal information, participation history, coin count, badges earned, and leaderboard position.
* Responsive design with mobile‑first layouts; ensure filters and buttons are finger‑friendly on small screens.

## Non‑Functional Requirements

* **Performance:** The system should load pages in under 2 seconds on a standard 4G connection, supporting at least 200 concurrent users.
* **Scalability:** Build with a modular architecture (e.g., React front‑end, Supabase backend) to allow easy scaling and integration with the institute’s tech stack.
* **Security:** Use HTTPS for all traffic; implement role‑based access control; store sensitive information securely.
* **Accessibility:** Conform to WCAG 2.1 standards with adequate contrast, keyboard navigation, and alt text for screen readers.
* **Maintainability:** Employ clear coding standards, documentation, and version control; design a modular codebase for easy updates.

## Implementation Plan & Phasing

The project will be delivered in three phases. **Phase 1** constitutes the Minimum Viable Product (MVP) targeted for early September 2025. **Phase 2** focuses on integration with IIMB’s internal systems and enhanced notifications, while **Phase 3** introduces advanced features like badges, volunteering transcripts, and NGO integration.

### Phase 1 – MVP (by September 2 2025)

* Develop student and admin portals with core functionality (opportunity posting, browsing, filter, sign‑up).
* Set up authentication and role management.
* Integrate email notifications for sign‑up confirmations and daily admin digests.
* Implement basic analytics dashboard for administrators.
* Launch coin‑based gamification awarding coins on completion and simple leaderboards.

### Phase 2 – Integration and Enhancements

* Integrate the platform with IIMB’s tech stack for single sign‑on and data synchronisation.
* Implement push notifications and reminders (email or SMS) for upcoming volunteering commitments.
* Allow administrators to view more granular analytics (e.g., volunteer hours by category).

### Phase 3 – Advanced Features

* Introduce badges tied to coin milestones and a transcript of volunteering hours for official recognition.
* Enable external NGOs to register and post opportunities directly.
* Provide an exportable volunteering record for students (PDF/transcript).

## Cost and Resource Estimate

The MVP can be developed using free tiers of modern platforms (e.g., Vercel, Supabase) while hosting costs remain minimal. Expected expenses include domain registration through GoDaddy (₹850–₹1,700 per year) and shared/entry‑level hosting (₹420–₹1,700 per month). SSL certificates can be obtained free via Let’s Encrypt or Vercel, and an SQLite database suffices for MVP volumes. Total annual cost is estimated between ₹13,000 and ₹17,000.

## Success Metrics

* Number of opportunities posted per month and year.
* Total number of student applications and conversion rate (applications per opportunity).
* Average coins earned per student and distribution of coin levels across the student body.
* User retention: ratio of students who complete more than one opportunity.
* Feedback scores from students and administrators regarding usability and impact.

## Risks and Mitigations

**Low Student Engagement:** Run awareness campaigns and highlight incentives; use gamification to motivate participation.

**Data Privacy:** Implement robust security measures; obtain consent and anonymise data for analytics.

**Feature Creep:** Adhere to MVP scope; prioritise features based on user feedback and resources available.

**Platform Adoption by NGOs:** Start with curated opportunities from Vikasana; gradually onboard external NGOs with clear guidelines.

**Scalability:** Design modular architecture; monitor usage and upgrade infrastructure as needed.

## Acceptance Criteria

An opportunity management workflow exists where administrators can create, edit and close opportunities; students can search, filter and apply; and both parties receive confirmation notifications. The platform is deployed at a live URL with HTTPS and has been smoke‑tested on mobile and desktop. Basic analytics are available and show counts of opportunities, applications and apply rate. The gamification system records coins earned and displays rankings.