System Requirement Specification

DDF Management System

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Chapter 1

Introduction

1.1 Purpose

The purpose of this document is to present a detailed description of the Department Development Fund Management System. It will explain the purpose and features of the system, the interfaces of the system, what the system will do, and the constraints under which it must operate. It handles a variety of aspects such as a budget request from a user, a history of the transactions, and a review by the committee and the HOD. The aim is to develop a software system that will manage the funds allocated to a department in an efficient and convenient manner. This document is intended to serve as a guide to the developers and the client.

1.2 Scope

We describe what features are in the scope of the software and what is not in the scope of the software to be developed.

In Scope

- Login of users on the portal.
- User requests for the fund on the portal.
- Reviewing the request for a fund.
- Tracks expenditure and monitors budget balances on the portal.
- User can track the status of the request on the portal.
- sends the approved request fund to the user. (i.e Admin)
- handling approve/disapprove requests of users.
- sends notifications related to funding requests of users. (i.e committee, HOD).

Out of Scope

- software cannot give notifications to the user/committee/HOD.
- user(Faculty) cannot give the remainder to committee/HOD.

1.3 Definitions, Acronyms, and Abbreviations

Acronyms and Abbreviations

- SRS: Software Requirements Specification.
- PF: Personal Fund.
- DDF: Department Development Fund.

Definitions:

- Transactions: An event that involves the flow of department funds.
- Net-Balance: The sum total of all the money of the department.
- PF: Fund requested by the user for personal use.

1.4 Overview

The next chapter, The overall description section, of this document gives an overview of the product perspective, user characteristics, Assumptions, and Constraints. Section 3 gives specific requirements that the software is expected to deliver. Functional requirements, Design constraints, few Performance requirements are given in this section. Section 4 shows a few possible extensions of the software with section 5 shows a few user screens.

Chapter 2

Overall Description

2.1 Product Perspective

This system allows the user to raise the fund request and track the status, gives the detailed transaction history of the funds, and allows users to access public transactions. The software system provides a user-friendly interface for tracking budget proposals and reliable software. Also allows users to express their feedback. It is not dependent on any other software and works on any browser.

2.2 Product Functions

DDF Supports the following use cases.

2.2.1 use cases of faculty

Class of use case	Description of use case
Authorization	enter login details enter the password
Profile	user can view profile user can change password
Fund Request	user can raise the request
Public Fund Request	user can create a public fund request from DDF
PF Request	user can create a PF request from DDF
Dashboard	faculty can view his pending fund requests
Inbox	faculty can view their request history

upload	user need to upload image of product if needed for requesting the fund
Public Transactions	user can see all the public transactions made by all users
view details	user can track the request

2.2.2 use cases of committee

Class of use case	**Description of use case**
Authorization	enter login details enter the password
Profile	committee can view profile committee can change password
Dashboard	committee can view the fund request of faculty
Inbox	committee can view their decision history
All Transactions	committee can view the overall transactions
Add Budget	committee can add budget to DDF

2.2.3 use cases of HOD

Class of use case	**Description of use case**
Authorization	enter login details enter the password
Profile	HOD can view profile HOD can change password
Dashboard	HOD can view the response from the committee regarding the user request with the remarks of it.

Inbox	history of committee decisions on faculty requests and add budget requests
All Transactions	HOD can view the overall transactions

2.2.4 User Characteristics

A user using the site should know how the DDF works.

- The faculty should thoroughly check the fund request details before submitting all the mandatory areas to be filled.
- The committee should have well-known knowledge about the Department's Fund management.
- Committee and HOD should thoroughly check their dashboard.

2.2.5 Principal Actors

The Principal actors in DDF are Faculty, Committee, and HOD.

2.2.6 General Constraints

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2.2.7 Assumptions and Dependencies

- Committee, HOD approval is needed for fund sanction.

Chapter 3

Specific Requirements

3.1 Functional Requirements

3.1.1 General Use Cases

Primary Actors: Faculty,Committee, HOD

3.1.1.1 Create Account

Trigger: The user is trying to create a new account.
Pre Conditions: Internet Connectivity, Email Address
Basic Path:

- The user selects the create new account option.
- System prompts the user to enter the First Name, Last Name, and a valid Email ID.
- In the next step, the user must select a password, and the system registers him to the website.

Alternate Path:

- The Email ID entered by the user is invalid.
- There is already an account created with the given Email Address.

3.1.1.2 Log in to account

Trigger: The user is trying to sign in to an existing account.
Pre Conditions: Internet Connectivity, Email Address, Password
Basic Path:

- The user enters his account credentials (Email ID and Password) and clicks on the login button.
- The user is directed to his home page.

Alternate Path:

- The username entered by the user is invalid.
- The password entered is incorrect.

3.1.1.3 Forgot Password

Trigger: The user is trying to change the password.
Pre Conditions: Internet Connectivity, Email Address
Basic Path:

- The user clicks on the 'Forgot Password' link.
- The system prompts the user to enter the email address.
- The password is sent to the registered email address.

Alternate Path:

- The email address entered by the user is invalid or unregistered.

3.1.1.4 View Profile

Trigger: The user is trying to view his profile details.
Pre Conditions: Internet Connectivity, Account credentials
Basic Path:

- The user clicks on the profile picture or icon.
- The user chooses the profile details option.
- The details of the user, namely First Name, Last Name, registered email id are displayed.

Alternate Path:

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3.1.1.5 Change Password

Trigger: The user is trying to change his account password.
Pre Conditions: Internet Connectivity, Account credentials.
Basic Path:

- The user clicks on the profile picture or icon.
- The user chooses the change password option.
- The user is requested to enter the new password and re-confirm it.
- The password of the user for the existing account changes.

Alternate Path:

- Old password cannot be the new password.

3.1.1.6 Log out

Trigger: The user is trying to sign out from his account.
Pre Conditions: Internet Connectivity, Account credentials.
Basic Path:

- The user clicks on the profile picture or icon.
- The user chooses the Log out option.
- The user is directed to the login page of the website.

Alternate Path:

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3.1.2 Faculty Use Cases

Primary Actors: Faculty

3.1.2.1 Fund Request

Trigger: Faculty is trying to raise a fund request.
Pre Conditions: Faculty should have a registered account.
Basic Path:

- Faculty clicks on the "Fund Request" option on the home page.
- Faculty views two options: 1. Private Fund and 2. Public Fund.
- Faculty chooses the relevant option.

Alternate Path:

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3.1.2.2 Private Fund Request

Trigger: Faculty is trying to make a Private Fund Request
Pre Conditions: Faculty should have a registered account and have chosen the Fund Request.
Basic Path:

- Faculty clicks on the "Private Fund Request" option on the fund request page.
- Faculty is then redirected to a new page where faculty fills in the details about the fund request and submits it along with any remarks

- Once the faculty submits the request , this request is sent to the Committee Dashboard for approval of the faculty fund request.

Alternate Path:

- Mandatory details are not filled and the request does not proceed.
- The Faculty exits the page without submitting the request and the request does not proceed.

3.1.2.3 Public Fund Request

Trigger: Faculty is trying to make a Public Fund Request
Pre Conditions: Faculty should have a registered account and have chosen the Fund Request.
Basic Path:

- Faculty clicks on the "Public Fund Request" option on the fund request page.
- Faculty is then redirected to a new page where faculty fills in the details about the fund request, uploads documents/photos about the request and submits it along with any remarks.
- Once the faculty submits the request, this request is sent to the Committee Dashboard for approval.

Alternate Path:

- Mandatory details are not filled and the request does not proceed.
- The Faculty exits the page without submitting the request and the request does not proceed.
- Uploaded document size cannot be more than five MB.

3.1.2.4 Upload

Trigger: Faculty is trying to upload necessary documents.
Pre Conditions: Faculty should have a registered account and click on the Fund Request.
Basic Path:

- Faculty clicks on the "Public/Private Fund Request" option on the fund request page.
- Faculty clicks on "upload" options and uploads the documents if necessary, before submitting the request.

Alternate Path:

- Uploaded document size cannot be more than five MB.
- The Faculty exits the page without submitting the request and the request does not proceed.

3.1.2.5 Dashboard

Trigger: The Faculty is trying to track their pending requests
Pre Conditions: Faculty should have a registered account.
Basic Path:

- Pending public/private requests raised by the faculty is visible on the dashboard.
- Faculty tracks the pending requests and their status.
- Each pending fund request has an option - "View request details".

Alternate Path:

- Back-end failure: system re-sends the updates of requests in case of any failure.

3.1.2.6 Inbox

Trigger: Faculty is trying to view whole request history made by him/her.
Pre Conditions: Faculty should have a registered account.
Basic Path:

- The Faculty clicks the "Inbox" option, which directs the faculty to the inbox page.
- The page shows all the requests(public or private) made by the faculty.
- Each completed fund request has an option - "View request details" along with approval/disapproval status.

Alternate Path:

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3.1.2.7 Public Transactions

Trigger: The Faculty is trying to view all public transactions.
Pre Conditions: Faculty should have a registered account.
Basic Path:

- Faculty clicks on the "Public Transactions" option on the home page.
- Faculty is then directed to a new page where the faculty views all the public requests made by all other faculty.
- Each fund request has an option - "View request details" along with approval/disapproval status.

Alternate Path:

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3.1.3 Committee Use Cases

Primary Actors: Committee

3.1.3.1 Dashboard

Trigger: Committee is trying to view all the pending fund requests.
Pre Conditions: Committee should have a registered account.
Basic Path:

- Committee clicks on the "Dashboard" option.
- The Committee views all the pending fund requests made by the Faculty on the dashboard page.
- Each pending fund request has an option - "View request details".

Alternate Path:

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3.1.3.2 View request details

Trigger: Committee is trying to view all the details of a fund request.
Pre Conditions: Committee should have a registered account.
Basic Path:

- Committee clicks on the "View request details" option.
- The Committee views whole details regarding a specific fund request.
- The Committee views two options - "Approve" or "Disapprove" and a section for any "remarks".

Alternate Path:

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3.1.3.3 Approve

Trigger: Committee is trying to approve a fund request.
Pre Conditions: Committee should have a registered account.
Basic Path:

- Committee clicks on the "Approve" option.
- The pending request moves to Committee Inbox and adds to HOD Dashboard.
- The status of the pending request in the Faculty Dashboard updates to "Approved by committee."

Alternate Path:

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3.1.3.4 Inbox

Trigger: Committee is trying to view all the previous completed requests
Pre Conditions: Committee should have a registered account.
Basic Path:

- Committee clicks on the "Inbox" option.
- The Committee views all the completed fund requests made by the Faculty along with approval/disapproval status.
- Each completed fund request has an option - "View request details".

Alternate Path:

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3.1.3.5 Budget Transaction History

Trigger: Committee is trying to view the whole history of budget transactions.
Pre Conditions: Committee should have a registered account.
Basic Path:

- Committee clicks on the "Budget Transaction History" option.
- Committee views the whole summary of previous budget transactions along with the total balance of the department fund.

Alternate Path:

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3.1.3.6 Add Fund

Trigger: Committee is trying to add budget sources to the department fund.
Pre Conditions: Committee should have a registered account.
Basic Path:

- Committee clicks on the "Add Fund" option.
- The System prompts the committee to enter details of the fund sources, and a submit button to submit the details.
- Budget Transaction history of Committee and HOD gets updated with the corresponding details. The system gets redirected back.

Alternate Path:

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