

SOFTWARE REQUIREMENTS SPECIFICATION (SRS) DOCUMENT

Project Name	<i>Redesigning Intranet</i>
Team Name	25
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Brief problem statement

The project aims to redesign the intranet site for IIIT Hyderabad, focusing on improving usability, functionality, and design. Current limitations, such as lack of intuitive navigation, limited content management features, and minimal user engagement, will be addressed. The redesign will incorporate a modern Content Management System (CMS) with robust features like version control, enhanced searchability, authentication support, and multimedia integration, ensuring a seamless experience for all users.

System Requirements

- CAS Authenticated Account
- SQL based database
- Flask (Python)
- Wordpress

Users Profile

No.	User Detail	Mode of Usage	Familiarity using computers
1.	Students	User Mode	High
2.	IT Office	Admin	High
3.	HR	Admin + More Power	Low

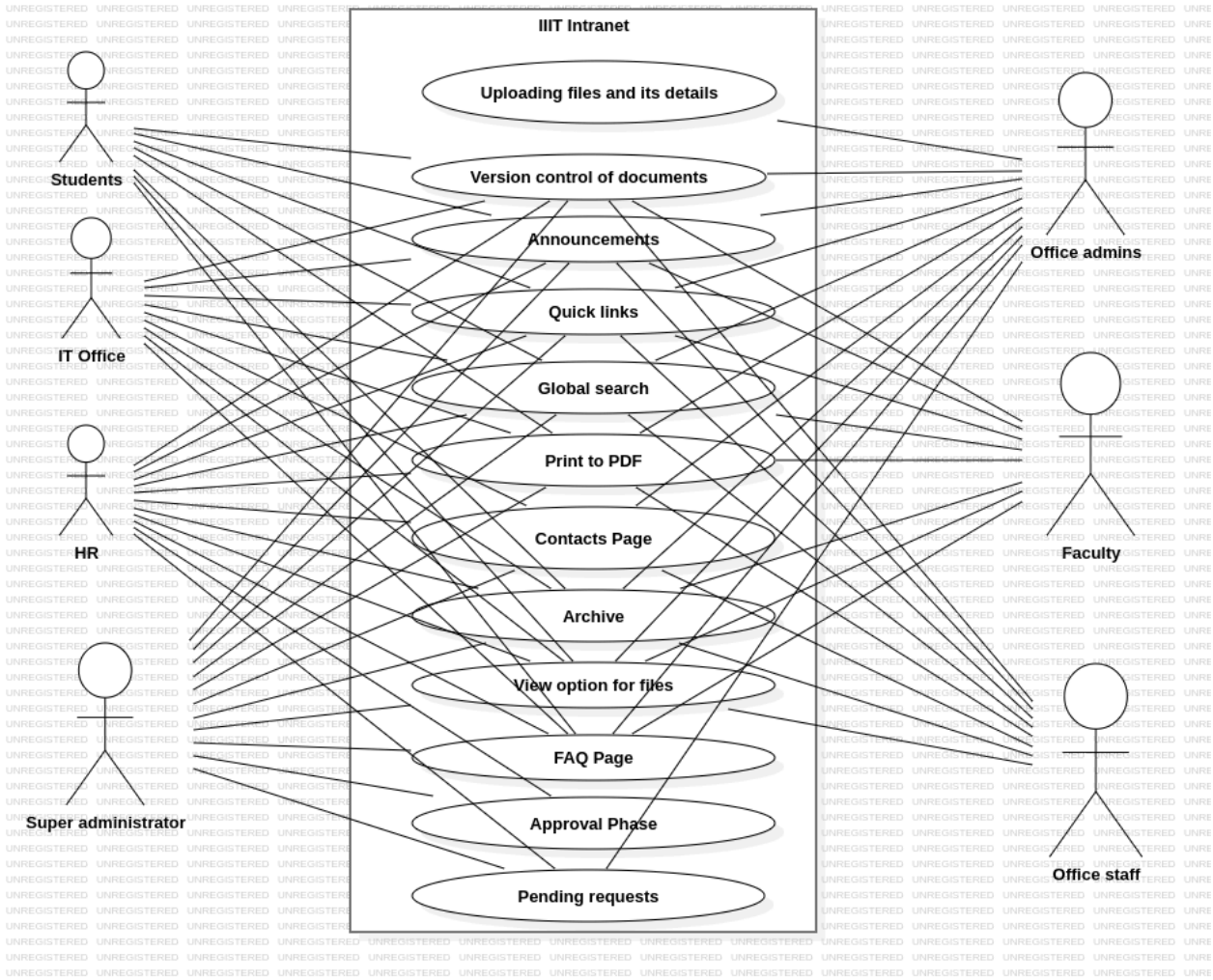
4.	Super Administrator	Super Admin	Medium
5.	Office Admins	Admin	Low
6.	Faculty	User	Medium
7.	Office staff	User	Low

Feature Requirements (described using use cases)

No.	Use Case Name	Description	Release
1	Version Control of Documents	Keeping a track of all the versions of a file.	R1
2	Uploading Files and Details	A dedicated page for uploading a file, adding authors	R1
3	Announcements	A dedicated section in the home page for important updates.	R2
4	Quick Links	A dedicated section in the home page for important/latest files.	R2
5	Global Search	A search functionality which finds the required file in the whole archive.	R1
6	Print to PDF	An option to directly download	R1

		the files with the click of a button.	
7	Contacts Page	Profiles of all staff and faculty	R2
8	Archive	A dedicated page to store and show all the files.	R1
9	View Option for Files	An option to only view the file instead of downloading it	R1
10	FAQ page	A page for each office where the staff answer commonly asked questions	R1
11	Approval Phase	A phase in the process of uploading files where it is approved by the person in authority.	R2
12	Pending Request	A dedicated page showing all the documents pending the approval of the concerned authority.	R1

Use Case Diagram



Use Case Description

Use Case Number:	UC-01
Use Case Name:	Version control of documents
Overview	Keeping a track of all the versions of a file.
Actors	Students, IT Office, HR, Super Administrator, Office admins, Faculty, Office staff
Pre Condition	A file should have more than one version (i.e. there should

	be at least one update to the original file) to avail this feature
Flow	<ol style="list-style-type: none"> 1. Staff uploads an updated version of the file 2. The software notes down the changes between the previous file and the new file 3. Software highlights the changes between the two files
Post Condition	User can choose which version they want to view and opt to view the changes between consecutive versions of a document

Use Case Number:	UC-02
Use Case Name:	Uploading Files and Details
Overview	A dedicated page for uploading a file, adding authors
Actors	Office Admins
Pre Condition	Login must be from an office admin
Flow	<ol style="list-style-type: none"> 1. Office admins navigates to “add file” page 2. Uploads the file from local storage or pastes a link 3. The logged in user is added as the author automatically. 4. Adds co-authors if any
	<ol style="list-style-type: none"> 1. If file already exists <ol style="list-style-type: none"> 1a. Office admin selects the “edit file” option 1b. Selects the file to be edited 1c. Uploads the edited file as a link or from local storage
Post Condition	The desired file is uploaded.

Use Case Number:	UC-03
Use Case Name:	Announcements
Overview	A dedicated section in the home page for important updates.
Actors	Students, IT Office, HR, Super Administrator, Office admins, Faculty, Office staff
Pre Condition	None required
Flow	<p>For adding:</p> <ol style="list-style-type: none"> 1. An announcement is proposed 2. The HR/Super Administrator approves it 3. The announcement is displayed in the section <p>For deleting:</p> <ol style="list-style-type: none"> 1. The HR/Super administrator deletes an announcement by clicking a button 2. Announcement is removed from the Announcements section in Home page
Alternate Flow	<p>For adding:</p> <ol style="list-style-type: none"> 1. Announcement proposal is declined: <ol style="list-style-type: none"> 1a. Decline file. 1b. Write a comment (corrections and feedback). <p>For deleting:</p> <ol style="list-style-type: none"> 1. The HR/Super administrator deletes an announcement by clicking a button 2. Announcement is removed from the Announcements section in Home page
Post Condition	Desired announcements are displayed

Use Case Number:	UC-04
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Use Case Name:	Quick Links
Overview	A dedicated section in the home page for important/latest files.
Actors	Students, IT Office, HR, Super Administrator, Office admins, Faculty, Office staff.
Pre Condition	Quick Link files are defined/uploaded by the admins.
Flow	<p>For adding:</p> <ol style="list-style-type: none"> 1. Admin selects files and marks them as “quick links” which reflects in the database. 2. Files appear in the quick links section on the homepage. 3. Users can click on the quick links to access the file. <p>For deleting:</p> <ol style="list-style-type: none"> 1. Admin deselects files/removes the “quick links” feature which reflects in the database. 2. Files are removed from the quick links section and are no longer visible to users.
Post Condition	Important files are easily and quickly accessible.

Use Case Number:	UC-05
Use Case Name:	Global Search
Overview	A search functionality which finds the required file in the whole archive.
Actors	Students, IT Office, HR, Super Administrator, Office admins, Faculty, Office staff
Pre Condition	Each file belongs to a specific office and has an author and

	file name
Flow	<p>Main flow:</p> <ol style="list-style-type: none"> 1. User types the file name/office it belongs to/author 2. The files, whose details' subset/whole string match the typed characters, are displayed. <p>Alternate flow:</p> <ol style="list-style-type: none"> 2a. If no such file is found, display "No such file exists".
Post Condition	Users are able to search for specific files.

Use Case Number:	UC-06
Use Case Name:	Print to PDF
Overview	An option to directly download the files with the click of a button.
Actors	Students, IT Office, HR, Super Administrator, Office admins, Faculty, Office staff
Pre Condition	The logged in user must have selected a file to be viewed or downloaded
Flow	<ol style="list-style-type: none"> 1. The user narrows down to the file of interest 2. Clicks on the download button 3. The file is downloaded directly
	<p>If the file isn't downloaded due to an error</p> <ol style="list-style-type: none"> 1. The file should be opened for viewing in the browser
Post Condition	The desired file is downloaded for the user

Use Case Number:	UC-07
Use Case Name:	Contacts Page
Overview	Profiles of all staff and faculty
Actors	IT Office, HR, Super Administrator, Office admins, Office staff
Pre Condition	None required
Flow	<p>For adding:</p> <p>Main flow:</p> <ol style="list-style-type: none"> 1. The HR/Super administrator/Office admin clicks on the add button. 2. The admin lists down the details of the staff/faculty to be added 3. Click Save <p>Alternate flow:</p> <ol style="list-style-type: none"> 3. If all details are not filled: <ol style="list-style-type: none"> 3a. Prompt the admin to fill all fields. <p>For deleting:</p> <ol style="list-style-type: none"> 1. The HR/Super administrator/Office admin navigates to the contact to be deleted. 2. The admin clicks on the delete button next to it. 3. Clicks save.
Post Condition	Desired staff/faculty is displayed.

Use Case Number:	UC-08
Use Case Name:	Archive
Overview	A dedicated page to store and show all the files.
Actors	Students, IT Office, HR, Super Administrator, Office admins,

	Faculty, Office staff
Pre Condition	Files must be uploaded and approved by the respective offices.
Flow	<ol style="list-style-type: none"> 1. User navigates to the archive page 2. User is able to see all uploaded files and filter it using the search functionality. 3. The user can then view/download filtered files.
Post Condition	Users can access stored files efficiently, ensuring availability of all approved documents.

Use Case Number:	UC-09
Use Case Name:	View files
Overview	An option to only view the file instead of downloading it
Actors	Students, IT Office, HR, Super Administrator, Office admins, Faculty, Office staff
Pre Condition	File should exist in PDF form
Flow	<ol style="list-style-type: none"> 1. User navigates to the file to be viewed. 2. User clicks on the view button next to the file. 3. The file opens for viewing in the browser in a different tab.
Post Condition	Another tab containing the file and all its details is opened in the browser.

Use Case Number:	UC-10
Use Case Name:	FAQ page
Overview	A page for each office where the staff answer commonly asked questions
Actors	Students, IT Office, HR, Super Administrator, Office admins, Faculty
Pre Condition	None
Flow	The user (logged in/ not logged in) navigates to the FAQ page of any office.
Post Condition	The FAQ page is opened to view

Use Case Number:	UC-11
Use Case Name:	Approval phase
Overview	A phase in the process of uploading files where it is approved by the person in authority.
Actors	HR, Super Administrator
Pre Condition	A file has been uploaded and not been approved yet
Flow	<ol style="list-style-type: none"> 1. HR/Super administrator open the Pending approvals tab 2. Go through file to make sure it contains correct details and content

	3. Approve the file.
Alternate Flow	1. If file details/content is not correct: 1a. Decline file upload request. 1b. Write comments (corrections and feedback)
Post Condition	Approved file is displayed in the Archive. Declined files are shown in a different tab for authors/offices and the concerned office is notified.

Use Case Number:	UC-12
Use Case Name:	Pending Request
Overview	A dedicated page showing all the documents pending the approval of the concerned authority.
Actors	Office Admins, HR, Super Administrator
Pre Condition	The document must be uploaded by the office admins Login must be from the HR
Flow	1. Office Admins upload a document 2. HR goes to Pending Request Page 3. HR clicks the approve document button 4. Document is removed from the Pending Approval Page
Post Condition	The approving authority is able to see all pending document uploads and can approve/deny changes accordingly.