

MODULE	FUNCTION / DESCRIPTION / ASSUMPTIONS	Type	FUNCTIONAL CATEGORY				Remarks
			SCREEN	REPORT	BATCH	OTHERS	
<b>Login Page</b>		Web		X			
<b>User Management</b>		Web		X			
List	List of users	Web		X			
Add	Add users	Web		X			
Edit	Edit users	Web		X			
Delete	Delete users	Web		X			
<b>Employee Coaching Form</b>							
Create	Create new Coaching Form. Fields in the screenshot below.	Web		X			
Allow file attachments	i.e. Evidence	Web		X			
Send Email Notification	Send email notification to Employee/HR	Web		X		X	
Workflow/Form Update	Add monthly updates of the goals set	Web		X			
Allow file attachments	i.e. Evidence	Web		X			
Send Email Notification	Send email notification to Employee/HR	Web				X	
List	Shows list of forms that the user can view.						

## Employee Coaching Form

Team Member Name:	Date:
Role / Position:	Supervisor/Manager:

Coaching Topic / Area



04

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