



NGO Management System

Business Requirements Document

1.0

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1.0 Introduction

1.1 Purpose of this document

This document is aimed at:

- Providing the necessary inputs to the detailed requirements gathering phase and further on for the SDLC processes.
- This document also serves to establish the traceability between the Business Objectives and the requirements identified in the proposed solution and how they satisfy the stated objectives.
- Provide expectation traceability in terms of the requirements and the user expectation
- Serves as a formal template for documenting the Business Requirements which also includes statutory and regulatory requirements.

The purpose of this document is to systematically capture requirements for the project and the system to be developed. Functional requirements are captured in this document. It also serves as the input for the project scoping.

1.2 Project Overview

1.2.1 Objectives

Below are the objectives that shall be fulfilled post the execution of this project:

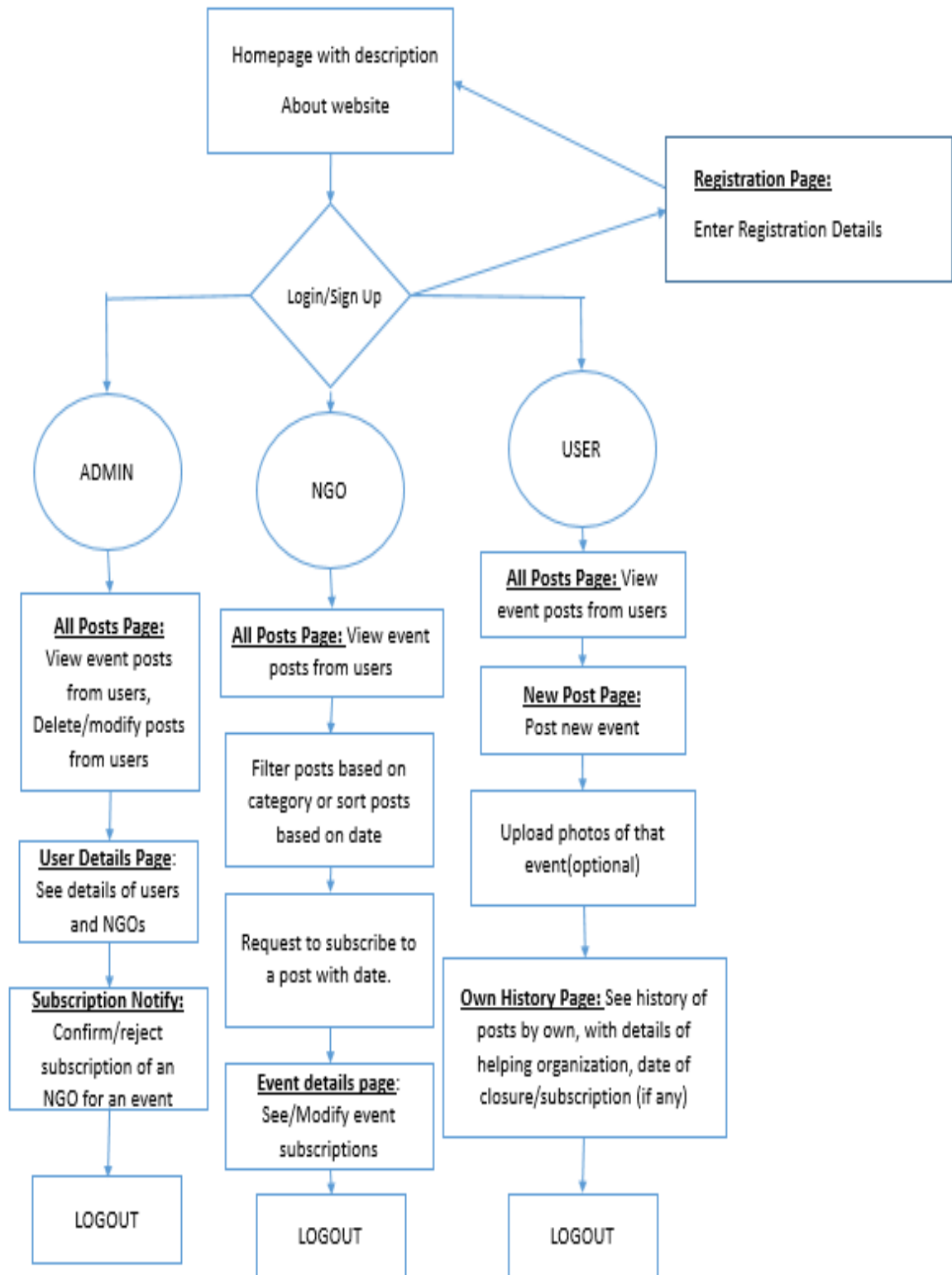
- User and NGO registration & credential authentication
- Procurement of information as posts from logged in users on things that need services from NGOs or outreach events.
- NGO subscription to these posts after confirmation from the admin team.

1.3 Intended Audience

- All members of the project.
- Delivery assurance/excellence group

2.0 Process Architecture

Below is the overall functional flow of the project including the components of interaction



3.0 High Level Business Requirements

Note - Primary focus is to complete developing the critical requirements (highlighted in Yellow) and then to proceed with the remaining requirements.

For Users:

S.No.	Business Requirement ID	Short Description	Description in detail	Interacting Business Processes
1	Req_1	User Registration	Ability of the system to procure the fundamental details of the user	
2	Req_2	User Authentication	Ability of the system to authenticate the user credentials of the registered user	
3	Req_3	View Posts and User History	Ability of the system to procure the posts from other users and show history of his previous posts if any, with details of the NGO working on it.	
4	Req_4	New Post	Ability of the system to generate new post with information as provided by the user and show it on All Posts Page.	

For Admin:

S.No.	Business Requirement ID	Short Description	Description in detail	Interacting Business Processes
1	Req_5	Admin Authentication	Ability of the system to authenticate the admin	
2	Req_6	View, Update or Delete posts from registered users	Ability of the system to show details of users and NGOs to admin and update them if needed.	
3	Req_7	Block users	Ability of the system to allow the admin to block the users in case of fake posts.	
4	Req_8	Accept/Reject subscription of NGOs to particular event.	Ability of the system to generate notifications to either accept or reject subscription request from an NGO for an event.	
5	Req_9	Review history and rate	Ability of the system to allow the admin to view NGOs performance while catering the events and rate them and view the history of services of any particular NGO.	

For NGOs:

S.No.	Business	Short	Description in detail	Interacting
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	Requirement ID	Description		Business Processes
1	Req_10	NGO Registration	Ability of the system to procure the fundamental details of the NGO	
2	Req_11	NGO Authentication	Ability of the system to authenticate the NGO credentials of the registered NGO	
3	Req_12	Post Details	Ability of the system to procure all the open posts from other users	
4	Req_13	Filter and sort posts	Ability of the system to filter the posts based on category or sort the post on the basis of dates	
5	Req_14	Request subscription to a particular event	Ability of the system to allow NGOs to send request for subscription to an event and show this request to admin as notifications.	
6	Req_15	Count pending event subscription	Ability of the system to display as notification count the number of services an NGO has subscribed to.	

4.0 Detailed Business Requirements

4.1 Functional Requirements

The functional requirements are charted for each of the high level requirements called out in the earlier section:

Additionally, the following elements are captured for each business requirement in the table provided below:

* Req. Type = (F Core Functionality, E Exception, UI User Interface, R Reporting)

** Priority of Requirement = (1=Base Functionality, 2=Advanced Functionality, 3=Additional Opportunities)

** Originator = (Name of the business process of the system/ department or function name in the customer organization)

The Requirements in this document are prioritized as follows:

Value	Rating	Description
1	Critical	This requirement is critical to the success of the project. The project will not be possible without this requirement.
2	High	This requirement is high priority, but the project can be implemented at a bare minimum without this requirement.
3	Medium	This requirement is somewhat important, as it provides some value but the project can proceed without it.
4	Low	This is a low priority requirement, or a “nice to have” feature, if time and cost allow it.
5	Future	This requirement is out of scope for this project, and has been included here for a possible future release.

For Users:

Req. #	Rationale Categorization	Business Requirement	Req. Type *	Priority **	Originator ***	BR Traced to Business Requirement / Use case ID	Remarks
Req_1.1	User Registration	When the user clicks on the registration link, it should re-direct to registration form.	UI	Critical	NA	Req_1	
Req_1.2	User Registration	User needs to fill some of the basic attributes/fields as mentioned below in requirement: First Name, Last Name, Age, Gender, email id, Password	UI	Critical	NA	Req_1	Please refer to Table 1.0 under References
Req_1.3	User Registration	Clicking 'Submit' should validate the datatype constraints for each field	F	Critical	NA	Req_1	
Req_1.4	User Registration	User failing to provide information on the mandatory fields be provided with an alert message – 'Please update the highlighted mandatory field(s).' Also, highlight the missed out field in red	E	Medium	NA	Req_1	
Req_1.5	User Registration	Post-successful field level validation, save the information in the database	F	Critical	NA	Req_1	
Req_1.6	User Registration	Upon saving the information in the database, display the message 'Your details are submitted successfully'. The user is logged in and redirected to homepage.	E	Medium	NA	Req_1	
Req_2.1	User Authentication	A registered user – is able click 'Login' link, after keying in 'email ID' & 'Password' field and get his credentials authenticated with the existing database entry.	F	Critical	NA	Req_2	
Req_2.2	User Authentication	A registered user – is unable to login and get the credentials authenticated, the user is presented with relevant error messages: Invalid User ID (or) Incorrect Password	F	Critical	NA	Req_2	
Req_3.1	View Posts and User History	User is able to view the posts from other users after the successful validation of the user credentials	F	Critical	NA	Req_3	

Req. #	Rationale Categorization	Business Requirement	Req. Type *	Priority **	Originator ***	BR Traced to Business Requirement / Use case ID	Remarks
Req_3.2	View Posts and User History	User can view the history of his previous posts if any, with details of the NGO subscribed to it or provided service to it.	UI	Critical	NA	Req_3	
Req_3.3	View Posts and User History	Can delete or update his own posts.	F	Critical	NA	Req_3	
Req_4.1	New Post	Users should have an option to add details of event that needs community help. Clicking on the "new post" icon	UI	Critical	NA	Req_4	
Req_4.2	New Post	User needs to fill some of the basic attributes/fields as mentioned below in requirement to post an event: Title, category, date of post, address, pictures(optional) and short description of how can NGOs help.	UI	High	NA	Req_4	Please refer to Table 2.0 under References
Req_4.3	New Post	Clicking 'Post' should validate the datatype constraints for each field. Post button should be disabled if all the mandatory fields have not been provided.	F		NA	Req_4	
Req_4.4	New Post	Post-successful field level validation, save the information in the database	F	Critical	NA	Req_4	
Req_4.5	New Post	Upon saving the information in the database, display the message 'Your data has been posted successfully'. The user is logged in and redirected to homepage.	E	Medium	NA	Req_4	

For Admin:

Req. #	Rationale Categorization	Business Requirement	Req. Type *	Priority **	Originator ***	BR Traced to Business Requirement / Use case ID	Remarks
Req_5.1	Admin Authentication	Admin should get his credentials authenticated with the existing database entry.	F	Critical	NA	Req_5	
Req_5.2	Admin Authentication	After authentication, admin should be redirected to admin homepage.	UI	Critical	NA	Req_5	
Req_6.1	View, Update or Delete posts from registered users	An admin should be able to view all the posts sorted from most recent first.	UI	Critical	NA	Req_6	
Req_6.2	View, Update or Delete posts from registered users	When an admin wants to update some post from user, the post should appear in a table with pre-filled values and option to edit the post form.	UI	Critical	NA	Req_6	

Req. #	Rationale Categorization	Business Requirement	Req. Type *	Priority **	Originator ***	BR Traced to Business Requirement / Use case ID	Remarks
Req_6.3	View, Update or Delete posts from registered users	In case of spam posts, admin should get an option to delete the post. After deletion the user should stay on the same page with the post data removed.	UI	Critical	NA	Req_6	
Req_7.1	Block users	Support for blocking email Ids of users who have been posting fake posts	F	Critical	NA	Req_7	
Req_8.1	Accept/Reject subscription of NGOs to particular event.	Any subscription request from the NGO should come as a notification in the admin's profile.	UI	Critical	NA	Req_8	
Req_8.2	Accept/Reject subscription of NGOs to particular event.	Once clicked on a notification, prompt should be there to either accept or reject subscription request from an NGO for an event.	UI	High	NA	Req_8	
Req_8.3	Accept/Reject subscription of NGOs to particular event.	If accepted by the admin, the event should be shown in active subscriptions list of the NGOs profile.	UI	High	NA	Req_8	
Req_9.1	Review history and rate	Admin should be able to view the history of services of any particular NGO and rate them.	F	High	NA	Req_9	
Req_10.1	NGO Registration	Admin should be able to register NGO by clicking on the registration link and get re-directed to registration form.	UI	Critical	NA	Req_10	
Req_10.2	NGO Registration	Admin to fill the NGO details in the basic attributes/fields as mentioned below in requirement: id, name, date of foundation, contact information and password.	UI	Critical	NA	Req_10	Please refer to Table 3.0 under References
Req_10.3	NGO Registration	Clicking 'Submit' should validate the datatype constraints for each field	F	Critical	NA	Req_10	
Req_10.4	NGO Registration	Failing to provide information on the mandatory fields be provided with an alert message – 'Please update the highlighted mandatory field(s).' Also, highlight the missed out field in red	E	Medium	NA	Req_10	
Req_10.5	NGO Registration	Post-successful field level validation, save the information in the database	F	Critical	NA	Req_10	
Req_10.6	NGO Registration	Upon saving the information in the database, display the message 'Your details are submitted successfully'. The NGO is logged in and redirected to homepage.	E	Medium	NA	Req_10	

For NGOs:

Req. #	Rationale Categorization	Business Requirement	Req. Type *	Priority **	Originator ***	BR Traced to Business Requirement / Use case ID	Remarks
Req_11.1	NGO Authentication	A registered NGO – is able click 'Login as NGO' link, after keying in 'id' & 'Password' field and get his credentials authenticated with the existing database entry.	F	Critical	NA	Req_11	
Req_11.2	NGO Authentication	A registered NGO – is unable to login and get the credentials authenticated, the user is presented with relevant error messages: Invalid User ID (or) Incorrect Password	F	Critical	NA	Req_11	
Req_12.1	Post Details	After logging in, NGOs should be redirected to the NGO page where all the open posts from other users should be displayed.	F	Critical	NA	Req_12	
Req_13.1	Filter and sort posts	NGO should be able to filter the posts based on category or sort the post on the basis of dates.	UI	Critical	NA	Req_13	
Req_14.1	Request subscription to a particular event	In all the open posts, there should be a functionality to send subscription request with a probable date to the admin.	UI	Critical	NA	Req_14	
Req_14.2	Request subscription to a particular event	If the admin accepts the request, the notification should be displayed on the NGO page.	UI	Critical	NA	Req_14	
Req_14.3	Request subscription to a particular event	NGO should be able to edit the subscriptions of events.	UI	Critical	NA	Req_14	
Req_15.1	Count of pending event subscription	A badge should be displayed with notification count as count of the number of services an NGO has subscribed to.	UI	Critical	NA	Req_15	

5.0 References

5.1 Table 1.0

Field Name	Field Type	Data Type	Man dat ory	Possible Values/ Validations
First Name	Text(50)	Alphabetic	Yes	
Last Name	Text(50)	Alphabetic	Yes	
Age	Numeric(2)	Numeric	Yes	
Gender	Drop Down	NA	Yes	Male, Female
Email Id	Text(50)	Alphanumeric	No	Must contain '@'
Password	Text(15)	Alphanumeric	Yes	must contain one

				numeric, one special character and at least 8 characters
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5.2 Table 2.0

Field Name	Field Type	Data Type	Mandatory	Possible Values
Title	Text(50)	Alphabetic	Yes	
Category	Text(50)	Alphabetic	Yes	healthcare, cleanliness, building maintenance or others.
Date of post	Date	Date	Yes	Current date
Address	Scrolling text box(100)	Alphanumeric	Yes	
City	Text(50)	Alphabetic	Yes	
Zip Code	Text(6)	Numeric	Yes	
Picture	Blob	blob	No	All picture formats
short description	Scrolling text box(100)	Alphabetic	Yes	

5.3 Table 3.0

Field Name	Field Type	Data Type	Mandatory	Possible Values
Id	Text(50)	Alphabetic	Yes	
Name	Text(50)	Alphabetic	Yes	
Date of foundation	Date	Date	Yes	
Contact Number	Text(10)	Numeric	Yes	
Email Id	Text(50)	Alphanumeric	No	Must contain '@'
Password	Text(6)	Numeric	Yes	must contain one numeric, one special character and at least 8 characters

6.0 Terms and conditions

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7.0 Change Log

Version Number	Changes Made			
V1.0.0	Initial baseline created on <31-01-19> by <Rishika Kiran>			
Vx.y.z	<Please refer the configuration control tool / change item status form if the details of changes are maintained separately. If not, the template given below needs to be followed>			
	Section No.	Changed By	Effective Date	Changes Effected