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| **SRS** |
| OFFICE AUTOMATION |
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| **Crystal & Poornima** |
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**SOFTWARE REQUIREMENT SPECIFICATION**

**INTRODUCTION**

SRS is the document that completely describes what the proposed software should do without describing how the software will do it. The basic purpose of SRS is to bridge the communication gap between the parties involved in the development of the software. SRS is a medium through which the client and the user needs are accurately specified. A good SRS should satisfy all the parties – something very hard to achieve and involves trade-offs and persuasion. Another important purpose of developing an SRS is helping the user to understand their own needs.

The main advantage of SRS is

* It establishes the basis of agreement between the client and the supplier on what the software product will do.
* It provides a reference for validation of the final product.

**PURPOSE**

The purpose of SRS is to describe the external requirement of project. The main purpose is to translate the ideas in the mind of client into a formal document. SRS is the medium through which the client and user needs are accurately specified to the developer. Through SRS, the client clearly describes what it expects from the proposed system and the developer clearly understands what capabilities to build in the software. SRS helps the client determine if the software meets the requirements.

The purpose of this project is to automate the office work. The current system in the office is a manual system which includes paper document. In such a system its very difficult to keep track of all the records. Our project aims at creating an application which will automate the processes in a college office.

**SCOPE**

The name of the project is **“OFFICE AUTOMATION”.**

Our project “OFFICE AUTOMATION” aims at creating an application which will automate the processes in college office. Using this it is possible to keep a database of college information like information about the students studying in various courses, employee information in various departments, staff and non staff details etc. Transaction involving fee and salary is also stored. Fees receipts are generated for students. Reports are maintained for future usage. Search engine is used to search required information.

**DEFINITIONS, ACRONYMS AND ABBREVIATIONS**

Visual Basic. Net – Project development tool used to develop application projects. This is a very efficient tool which provides a wide range of objects which can be added to our applications and events for the controls can be added very easily and the coding is done in VB Language which is very friendly for coding.

**SQL Server** – Microsoft RDBMS software.

**SRS** - Software Requirements Specification document.

**REFERENCES**

* Programming in Visual Basic.net

By Julia Bradley, Anitha C, Millspaugh

* Microsoft SQL Server 2008

By Mike Gunderloy, Joseph L. Jorden, David W. Tschanz

**OVERVIEW**

The following subsections provide the complete overview of the software specifications requirements documentation for the product “OFFICE AUTOMATION”.

The entire SRS is documented in view of both ADMIN and user and the following subsection are arranged to give a complete outlook of the software, its perspective, features, system requirements and users know how’s.

**OVERALL DESCRIPTION**

Office Automation helps in managing the office work. It keeps track of student information like students studying in various courses and various classes, employee information in various departments etc. Transaction involving fee, scholarship and salary are also maintained. Fees receipts can also be obtained. Reports are generated for future reference.

**PRODUCT PERSPECTIVE**

This totally self contained and works efficiently. It provides simple database rather then complex ones for high requirements and it provides good and easy graphical user interface new, naïve as well as experienced users of the computers.

**PRODUCT FUNCTION**

The product functions will include the following areas:

Admin logs in into the application user name & password.

After successful login the main page appears.

The application is capable enough to store data and also perform some editng on them that is added.It will be having user friendly GUI’s that will guide the user to easily achive the same. This program is a menu driven program. When we click the main menu the different forms will be enabled. The program consists of the following modules:

* Master
* Student
* Employee
* Transaction
* Search
* Report
* Exit

**USER CHARACTERISTICS**

* No pre knowledge of VB.NET
* No pre knowledge of database management.
* Should be able to do according to the graphical user interface.

**GENERAL CONSTRAINTS**

This project works well in pc’s having visual studio 2008 and SQL server 2008 installed properly. Any college offices can use this software.

**ASSUMPTION AND DEPENDENCIES**

This project works well to cover all day to day works in college office. The product is user friendly and reliable. It keeps track of all the transactions in a college office.

**SPECIFIC REQUIREMENTS**

**EXTERNAL INTERFACE REQUIRMENTS**

**User Interface**

The software provides good graphical interface for the front end of the database so that naïve users can make use of the system with ease.

**Hardware Interface**

The system should have these hardware requirements:

* The processor should contain Pentium 4.
* The processor should be greater than 1 GHz.
* RAM should be, or greater than 1GB.
* Hard disk should be 40GB.

**Software Interface**

The software requires the support of the following software for the database and other requirements.

* VB.NET feature of the Microsoft Visual Studio 2008 for the front end.
* SQL server 2008 for the database

**FUNCTIONAL REQUIREMENTS**

MODULE 1: ATTENDENCE

In this module the user is required to enter Staff ID,name and Password and click the RegisterAttenence button to indicate his presence for that day.

MODULE 2: ATTENDENCE VIEW

This module shows the yearly and monthly attendance of the Staff.

MODULE 3: COURSE

This module enables the user to manipulate and view the course details- Departmentwise and Description.

MODULE 4: DEPARTMENTENTRY

This module enables the user to manipulate and view the department details - Department and Description.

MODULE 5 : DESIGNATION

This module enables the user to manipulate and view the designation details - Designation and Description.

MODULE 6 : DONATION

This enables the user to manipulate and view the donation details that have been made

* Department wise
* Course wise
* Semester wise.

MODULE 7 : EXAM DETAILS

This enables the user to manipulate and view the exam details

* Subject name
* Date when the exam is held
* Total marks
* Pass marks

MODULE 8 : FEES DETAILS

This enables the user to manipulate and view the fees details like

* Tution fees
* Exam fees
* Donation fees

MODULE 9 : FEES PAYMENT

This enables the user to manipulate and view the fees payment details which are

* Fees amount
* Concession
* Fees paid
* Balance amount
* Donation fees

MODULE 10 : MAIN PAGE

When the user logs in, the user goes to this module which contains a menu strip that has 7 menu items.

* Master

When the user clicks the Master menu item, a dropdown list appears that contains

* + Department
  + Course
  + Designation
  + Subject details
  + Examination details
  + Fees details
  + Donation and tuition
  + Scholarship
* Student

When the user clicks the Student menu item, a dropdown list appears that contains

* + Profile entry
  + Other details
  + Result entry
* Employee

When the user clicks the Employee menu item, a dropdown list appears that contains

* + Staff entry
  + Attendance
* Transaction

When the user clicks the Transaction menu item, a dropdown list appears that contains

* + Student transaction
  + Employee transaction
* Search
* When the user clicks the Search menu item, a dropdown list appears that contains
* Student information
* Employee information
* Report

When the user clicks the Report menu item, a dropdown list appears that contains

* Student report
* TC
* Class wise report
* Course wise report
* Result report
* Participation in ECA
* Participation in Inter-college competition
* Old student list
* Special achievements
* Employee report
  + Department wise report
  + Experience wise report

* Exit

When the user clicks the Exit menu item, a message box appears which confirms the user whether he wants to continue the application or not, depending on the choice made the user can exit from the application.

**PERFORMANCE REQUIREMENTS**

Performance requirements are:

* Good working pc with all requirements as stated in the hardware interfaces.
* Works for medium size information databases.
* Should not be overloaded.

**DESIGN CONSTRAINTS**

* Administrator can access this software only after entering the appropriate user id and password.

**OTHER REQUIREMENTS**

**Software Requirements**

* Operating system : Windows XP
* Developing tool : Microsoft Visual Studio 2008
* Backend : SQL server 2008

**Hardware Requirements**

* Processor : Pentium 4
* RAM :1GB
* Hard disk : 40 GB
* Peripheral devices

**Level 0:**

Invalid

Enter user name and

**Office Automation**

Valid

Password

**Admin/User**

Request

Response

**Data Base**

Course

**Level 1:**

Department

Click

**Office Automation**

Click

Click

Click

Click

Click

Click