



Software Requirements Specification

Student Name	SUSUIL PRANAO S B
Seat Number	-
Project Id	19
Project Title	FACULTY WORK LOG

TECHNICAL COMPONENTS :

STACK	PYTHON STACK
Front End	HTML,CSS,Javascript
Backend	Django
DataBase	MySQL
API	RESTFul API

PROBLEM STATEMENT :

To design and implement a Faculty Work Log Management System that efficiently tracks, manages, and reports the daily work activities of faculty members in an educational institution.

(Faculty members at educational institutions perform various tasks beyond teaching, including research, administrative duties, student mentoring, curriculum development, and community service. Accurate documentation of these tasks is essential for accreditation, workload distribution, strategic planning, and performance reviews. Conventional techniques, such as spreadsheets or paper logs, are unreliable, ineffective, and unable to produce reports that are insightful.)

PROJECT-WORKFLOW :

PURPOSE:

The goal of creating a Faculty Work Log Management System is to improve and accelerate the tracking of faculty activities, such as administrative and research responsibilities, with greater accuracy and efficiency for managing workloads. By offering this solution will ultimately increase productivity and effectiveness within educational institutions.

SCOPE:

The system will feature a secure user authentication, an easy-to-use interface for recording and classifying faculty activities, customisable data analytics and reports, integration with current institutional systems, administrative tools for approval and review, strong security measures, and a flexible and adaptable design are all included in the scope of this project.

BUSINESS CONTEXT :

The Faculty Work Log Management System is designed to meet the operational needs of educational institutions by offering a full range of features that make it easier to track and manage faculty activities. This helps to optimize resource allocation, support strategic planning initiatives, ensure legal and regulatory compliance, help performance evaluation and accreditation compliance, and improve the institution's reputation and advantage through data-driven decision-making.

CONSIDERATIONS:

- All users should have active Google accounts for authentication purposes.
- User should have access to the internet-enabled devices

DEPENDENCIES:

- Integration with Google OAuth for secure user authentication.
- Consistent performance and availability of the existing email server for smooth email communication.

USER PERSONA:

1. **Faculty Member:** Faculty Member seeks a user-friendly system to efficiently log daily activities, access workload reports, and ensure compliance.
2. **Head:** Head seeks a streamlined system to efficiently review, approve, or reject faculty worklogs, ensuring accurate records and compliance with workload requirements while minimizing administrative burden.
3. **Admin:** Admin aims to implement a system for efficient review, comprehensive reporting, and accreditation compliance.
4. **Super Admin(Optional):** Super Admin seeks detailed faculty's and admin's activity data to support strategic planning and decision-making.

USER STORIES:

1. **Faculty Member:** Faculty members can efficiently log daily activities, access workload reports, and guarantee compliance, with a user-friendly system.
2. **Head:** The Head can efficiently review, approve, or reject faculty worklogs, ensuring accurate records and compliance with workload requirements. They can receive notifications and reminders for pending worklog.
3. **Admin:** Admin can have in place a system for accurate reporting, viewing of pending approvals, and effective review.
4. **Super Admin(Optional):** To access complete data and reporting features, including customizable reports and visualizations, analyze faculty workload distribution, productivity trends, and areas for improvement, supporting strategic planning and decision-making.

FUNCTIONAL REQUIREMENTS :

- **User Authentication and Role Management:** The system shall provide secure login mechanisms and support role-based access control, distinguishing roles for faculty members, admins, and super admins to ensure data security and appropriate access levels.
- **Faculty Management:** Faculty can easily add, view profiles, and view essential details efficiently.
- **Data Analytics and Reporting:** The system will generate customisable reports based on logged data, provide visual representations in the form of charts and graphs, and enable report generation for individual faculty members, departments, and the entire institution for comprehensive analysis.
- **Administrative Tools:** The system will provide administrators with tools for reviewing, approving, and editing faculty work logs, as well as dashboards for monitoring overall faculty activity, identifying trends, and effectively addressing issues.
- **Advanced Analytics and Reporting:** Admins can access comprehensive data analytics tools for in-depth analysis of faculty activities. Create visual representations of data through charts, graphs, and dashboards for easy interpretation.

FLOW CHART :



