**Requirements Document**

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Productivity & Knowledge management sub-systems – Requires own separate page of the website to distinguish from other sub-systems. However all these sub-systems will need to be able to interact with the data that each of them use – this is where the database comes in for Part 2.

Knowledge management – Should act similarly to a forum, where users can post their knowledge on a topic. Users should be able to easily navigate this sub-system by searching for topics (e.g. hardware topics). Topic types should be restricted to a certain set of topics, but with the option to use the “other” topic so that unusual knowledge points can still be assigned.

Productivity management – Could be combined with the “to-do list” tracker so that all users have one central location to head towards for tracking their projects.

Management sub-system – available to users with access (must be assigned by login details) so that they can access all the users’ in their projects progress. I.e. Manager of project A should have access to view (NOT EDIT) the to-do list and productivity tracker of all users who are assigned to Project A (again, the user info should be stored in a database). – It may also be a consideration to give managers on the management sub-system the access to assigned other users to a project. This would suffice the requirement that the database can be externally edited so that Project Managers can begin a new project and assign users to this project without contacting someone to alter the database to give user X access to Project X.

Operations. Managers should have access to not only view the “to-do list” of members on their Project, but also the total number of members on said project.

For the prototype stage. We should assign a few users with these credentials:

PERSON 1 – Manager of Project A.  
PERSON 2 – Worker of Project A  
PERSON 3 – Manager of Project B (i.e has no workers)  
PERSON 4 – Worker of Project C (i.e has no manager)

PERSON 5 – Worker of no project (i.e freely available to be assigned to new project)

This brings along these questions:  
- What if a Manager of Project A has no workers on Project A? What do they see in the productivity sub-system and management sub-system?  
- How can a new Manager of a project be assigned? Should this be accessible without direct editing of database?  
- What is Worker of Project A has no manager? What do they see in the productivity sub-system?  
- If a worker changes projects, does the current data stored for the productivity sub-system get lost, or is it still useful?

-Can a manager change to a worker, what if this need to go back to manager role?

-Can a manager be a worker too? Can they be on different projects or multiple projects at once?

Invitation system – How will this work? More than just “sending the website” to new user. Login requirements etc. Create account possibility in Part 2? Email formatting – “Must use work email”.

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