**Team Project – Requirements**

**Productivity and knowledge management system for internal use.**

**Productivity sub-system:**

* Employees will be able to manage daily tasks (individually or as a team) in their projects

**Knowledge sub-system:**

* Assist documenting knowledge
* Assist sharing info across company
* Knowledge technical or non-technical
  + Technical:
    - Software/hardware configurations
    - Technical issues and solutions to such issues
  + Non-technical:
    - Admin tasks (e.g., “How to order printer paper”)

**Languages:**

* JavaScript (Front-end)
* PHP (Back-end)
* MySQL (Database)

**System Operations:**

* To-Do list
* Manager’s dashboard to keep track of progress on projects
* How many tasks team members are currently working on
* Create “topics” and share posts on topics

**Management of Access:**

* Staff register to gain access
  + Username: staff email address
  + Password must be strong
* Existing members can invite new members of staff
* One account per staff member
* No external personnel can create an account

**System must be able to:**

* See how well tasks are allocated
* See how well projects are progressing
* See whether projects are sufficiently resourced
* See whether there are subject areas where training should be given
* **Must consider data protection to stop system from being exploited to target individuals**