

Requirements Document

Vision:

EServe strives to provide unique and better user experience, greatly expanding the impact and reach of the Seattle University far beyond the classroom. Its mission is to connect the campus and the wider community through sustained partnerships, in order to deepen student learning, create a culture of service, and promote a more just and humane world.

Background:

The center for service and community Engagement (CSCE) at Seattle University was founded in 2004 and connects over 1,000 students per with academic service learning opportunities to contribute to their local community.

In order to manage the connections, class credits, evaluations, and paper work involved with academic service learning and non-service learning, CSCE wants to custom build the EServe system.

Purpose:

The purpose of the product is to reduce much of the paperwork and manual interactions required to support service learning and non-service learning volunteer opportunities. It

Would fill the following business needs:

- Track team service learning projects.
- Provide a database of community volunteering opportunities.
- Connect non-service learning related volunteers to opportunities in the local community.

- Collect and track demographic information.
- Facilitate for the criminal background check process.
- Provide user interface that is flexible, intuitive and interactive.

Project scope

1. 1: User would be able to signup.
1. 2: User would be able to register.
1. 3: User could search for opportunities based on different search criterion.
1. 4: C.P's could post and update and delete opportunities.
1. 5: C.P.'s could evaluate volunteers.
1. 6: C.P. could approve Student's time entries.
1. 7: C.P'S could communicate with volunteers and admin.
1. 8: C.P.'s could approve student's registration.
1. 9: Students and faculty can view student's evaluations and self-evaluation.
1. 10: Student could enter hours of engagement.
1. 11: Students can see opportunity status once the Admin approves it.
1. 12: Admin can change the number of opportunity slots assigned to sections of the class.
1. 13: Admin could approve/reject opportunity posted by the C.P.s.
1. 14: Admin could generate report based on different search results.
1. 15: User can track engagement hours.
1. 16: Volunteers could see the community partner name and email associated with the opportunity.
1. 17: Volunteers could see opportunity job hours.
18. 18: Volunteers could see opportunity location.

- 18. 19: Volunteers could see details about community partners associated with opportunity.
- 18. 20: Volunteers could see opportunity requirements.
- 18. 21: Alerts/Notification for pending request status, deadlines and reminders.
- 18. 22: Professor could view students' self-reflection and partner evaluation.

Not in Scope:

- 1. 1. Criminal Record will not be automated in this release.
- 1. 2. Experience sharing on social media will not be dealt with in this release.
- 1. 3. Some actors like Alumni, and Staff will be added in subsequent releases.

User Stories

User Group 1: Student

User Story 1.1	As a student, I would like to search for academic-service learning volunteering opportunities so that I can register for a credit-granting volunteering opportunity.	
Acceptance Criteria (Prioritization)	Ability to search to view current academic service learning opportunities-P0	
	Ability to exclude volunteering opportunities not related to academic-service learning or credit granting opportunities-P0	
	Ability to search opportunities by category/theme-P1	
	Ability to search opportunities by their distance from Seattle University-P2	
	Ability to restrict search results to just those with open slots-P0	
User Story 1.2	As a student, I would like to register for a volunteering opportunity as part of academic-service learning so that I can receive course credit while helping others.	

Acceptance	Ability to select opportunity of interest from search results and	
Criteria	continue to register-P0	
(Prioritization)		
	Ability to acknowledge and electronically sign a release form	
	without having to print anything-P0	
	Ability to register for the opportunity without having to re-enter	
	demographic details stored in their profile.	
	Ability to receive confirmation of successful registration.	
User Story 1.3	As a student, I'd like to change my password if I forget it. So that I	
	can log in to my personal page again.	
Acceptance	Setup databases on Azure p-0	
Criteria	Get program to work p-1	
	Ability to change or reset password for users p-2	
User Story 1.4	As a student, I want to be able to drop or cancel registered	
	volunteering opportunities electronically. So that I can register for	
	the correct volunteer opportunities.	
Acceptance	Be able to drop registered opportunity p-0	
(Prioritization)	Create SQL query to delete registration and update the database p-1	
	Update UI with Drop button p-2	
	Testing on 4 accounts p-3	
User Story 1.5	As a student, I'd like to be notified volunteering opportunities that I'm	
	interested in by email. So that I'm aware of the volunteering	
	opportunities.	
Acceptance	Setup a query based on volunteer's past opportunities p-0	
(Prioritization)	Setup tagging system to develop faster searching system p-1	
	(Assuming email system is setup) create an automated	
	email/notification process and test p-2	
	Testing p-3	
User Story 1.6	5. As a student, I'd like to give feedback about the volunteering	
	opportunities. So that I can give my opinion if this was a good	
	learning experience.	
Acceptance	Save block of text into a database (determine limit of characters) p-0	
Criteria	Update database to save feedback p-1	
	Send notification and feedback to the partnerp-2	

User Group 2: Admin

User Story 2.1 As an admin, I would like to receive alerts so that I can finish all tasks in a timely fashion.

Acceptance Criteria (Prioritization)	Receive student submission, approval and/or rejection for volunteer opportunity alerts-P0	
	Receive new opportunity alert when posted by a partner.	
	Receive student under age alert when that student applies for volunteer opportunity-P0	
	Receive change/update alert when an opportunity description has been updated-P0	
User Story 2.2	As an admin, I would like to facilitate communication between partner and faculty to encourage the service learning programs.	
Acceptance Criteria (Prioritization)	Admin can view opportunity description and notify particular faculty member-P0	
	Faculty member may communicate with partner via the system which is transparent to the Admin-P0	

User Story 2.3	As an admin, I would like to facilitate slots of an opportunity to different classes to give students of different classes a chance to participate in the opportunity.	
Acceptance Criteria (Prioritization)	Admin can view opportunity description and edit the numbers of slots-P0	
	Admin can choose from list of potential classes to distribute the slots-P0	
	Faculty and partner are notified via e-mail about the changes.	

User Story 2.4	As an Admin, I'd like to change my password if I forget it. So that I can log in to my personal page again.	
Acceptance	Setup databases on Azure p-0	

Criteria	Get program to work p-1
	Ability to change or reset password for users p-2

User Group 3: Partner

User Story 3.1	As a partner, I would like to add/edit volunteering opportunities/slots available in my organization in the eServe 2.0 System.	
Acceptance	Ability to add volunteering opportunities-P0	
Criteria		
(Prioritization)	Ability to edit opportunities-P0	
	Ability to add/edit open slots for each opportunity I post-P0	
	Ability to filter my search to view current volunteering opportunities posted by my organization-P1	
User Story 3.2	As a partner, I would like to be able to accept/reject students.	
Acceptance	Ability to reject students if they don't fulfill the prerequisites that I posted when they applied for the opportunity-P0	
Criteria		
(Prioritization)	Ability to accept students applications-P0	

User Story 3.3	As a partner, I would like to be able to evaluate students.	
Acceptance	Ability to input no. of hours the student worked-P1	
Criteria		
(Prioritization)	Ability to write a short text description on how the student worked/performed-P1	

User Story 3.4	As a partner, I would like to be able to view course syllabus/information/hours required.	
Acceptance	Ability to view courses that are being offered in the current quarter-P1	
Criteria		
(Prioritization)	Ability to view course syllabus/volunteering hours needed for the course-P1	

User Story 3.5	As a partner, I'd like to display my organization information. So that users can have better understanding about the organization.
Acceptance	Save block of text into a database (determine limit of characters) p-0
(Prioritization)	Update database to save partner's organization details and update UI to display p-1
	Send notification and feedback to the partner p-3
User Story 3.6	As a partner, I'd like to change my password if I forget it. So that I can log in to my personal page again.
Acceptance	Setup databases on Azure p-0
Criteria	Get program to work p-1
	Ability to change or reset password for users p-2
User Story 3.7	As a partner, I'd like to display my organization information. So that users can have better understanding about the organization.
Acceptance	Save block of text into a database (determine limit of characters) p-0
Criteria	Update database to save partner's organization details and update UI to display p-1

User Group 4: Faculty

User Story 4.1	As a faculty, I would like to communicate (via e-mail) with community partners.
Acceptance	Ability to email community partners to learn more about
Criteria	volunteering opportunities/student evaluation/general queries
(Prioritization)	related to volunteering opportunity-P1
User Story 4.2	As a faculty, I would like to get e-mail alerts for pending requests, monitoring/approving student service hours and new messages from anyone who has access to the system.
Acceptance	Ability to receive email alerts/emails -P1
Criteria	
(Prioritization)	
User Story 4.3	As a faculty, I'd like to change my password if I forget it. So that I can log in to my personal page again.

Acceptance	Setup databases on Azure p-0
Criteria	Get program to work p-1
	Ability to change or reset password for users p-2

User Group 5: Alumni

User Story 5.1	As an alumni, I would like to search for service learning volunteering opportunities so that I can register for a granting volunteering opportunity.
Acceptance	Ability to search to view current service learning opportunities
Criteria	-P0
(Prioritization)	Ability to exclude volunteering opportunities related to academic -service learning or credit granting opportunities-P0
	Ability to search opportunities by category/theme-P1
	Ability to search opportunities by their distance from Seattle University-P2
	Ability to restrict search results to just those with open slots-P0

User Story 5.2	As an alumni, I would like to register for a volunteering opportunity as part of service learning so that I can help others.
Acceptance	Ability to select opportunity of interest from search results and continue to register-P0
Criteria	
(Prioritization)	Ability to acknowledge and electronically sign a release form without having to print anything-P0
	Ability to register for the opportunity without having to re-enter demographic details stored in their profile.
	Ability to receive confirmation of successful registration
User Story 3.6	As an alumni, I'd like to change my password if I forget it. So that I can log in to my personal page again.
Acceptance	Setup databases on Azure p-0
Criteria	Get program to work p-1
	Ability to change or reset password for users p-2

Non-Functional requirements:

Security Requirement

SE-1: All users must be authenticated to Seattle University network with a valid Seattle University ID.

SE-2: All communication shall be encrypted using a secured socket layer (SSL).

SE-3: Users able to log-out from the system.

SE-4: Users can set a new password.

SE-5: Closing the window will make logged in account automatically log out.

Privacy Requirements:

PR-1: Results of the background investigation are only visible to admins.

PR-2: Student feedback is only visible to faculty/partner and that student.

Usability Requirements:

US-1: Student can query through all volunteering opportunities based on relevant parameters all on one screen.

US-2: The menu structure is intuitive and users can find their desired subsection in less than 5 seconds.

US-3: Community partners are able to CRUD volunteering opportunities without engaging the system admin.

US-4: System should display updated contents right after it has updated/added.

Reliability Requirements:

RE-1: System shall have a minimum uptime of 99%.

RE-2: System data is backed up daily.

Design Requirements:

DE-1: System shall adhere to Seattle University's style and content guidelines.

DE-2: System shall be developed on .NET Stack

DE-3: System should be connected with Azure database server.

DE-4: Clicking buttons on the website should lead to an appropriate and correct link.

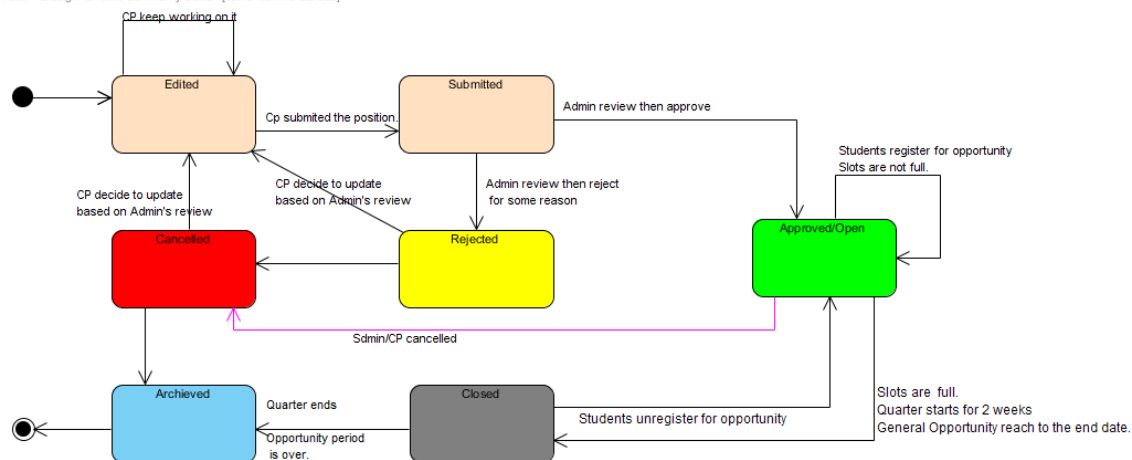
Other Requirements:

OR-1: System must interface with criminal records check and keep an encrypted record of the results only accessible by the system admin.

OR-2: Users can retrieve past feedback and volunteering records for as long as the Seattle University ID account is valid.

Opportunity State diagram:

Visual Paradigm for UML Community Edition [not for commercial use]



System diagram:

System diagram:

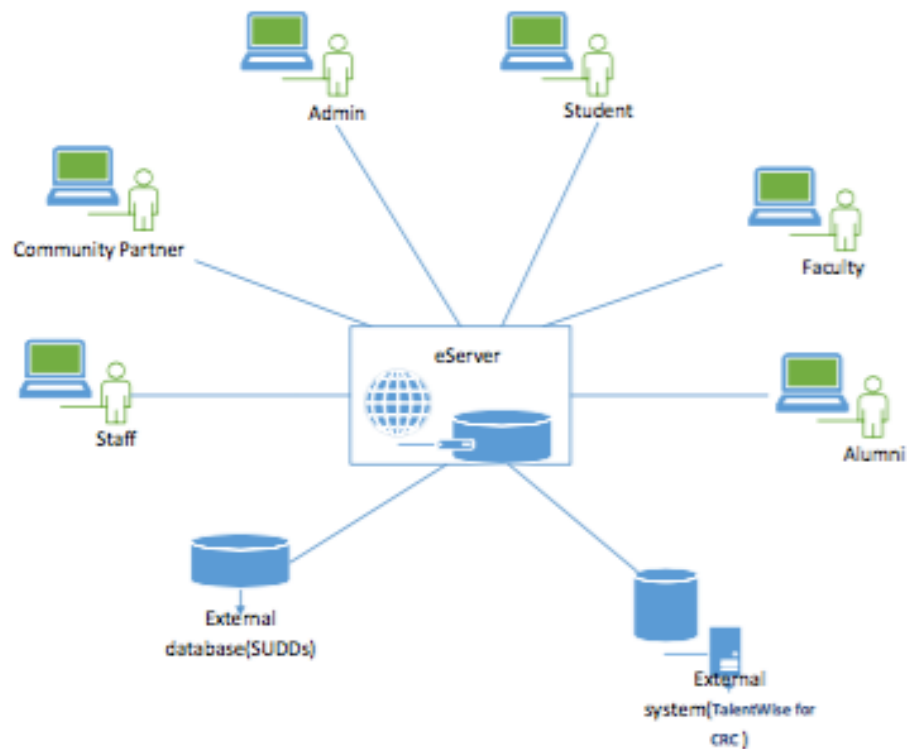


Figure 1: System Diagram

Assumptions and dependencies: Assumptions:

The office of Information Technology will both support ongoing operations of the tool, as well as sustained engineering.

Dependencies:

- EServe should pull data from and integrate with SUDDS, a data distribution platform for Seattle University.
- EServe should integrate with Seattle University's chosen criminal records check provider.