Project
Orange HRM – Manage Employee

Business Requirements Document

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<1.11>

<31-Jul-2023>

Revision History

Date	Version	Description	Author
02-Jan-21	1.0	Creating Home page	Jim Calter
12-Feb-21	1.1	Login checks	John Victor
16-Apr-21	1.2	User details in login page	Jim Calter
02-Aug-21	1.3	Creating Admin page	Sandeep sahu
30-Oct-21	1.4	Creating Benefits	Sailesh Raju
31-Dec-21	1.5	Checking Leave Sections	JohnVictor
02-Feb-22	1.6	Handling Reports	Quentin Jim

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1. Introduction

*[**Managing Employee Data to ORANGE HRM Server**.]*

1.1 Document Overview

The Lot 1-5 IT Consulting Services contractors document projectbusiness requirements in the Business Requirements Input Matrix (BRIM – Appendix A).Before the BRIM template can be used to document requirements, however, it needs to be generated from Team Foundation Server (TFS) in order to establish the correct TFS application path and iteration. After the BRIM is fully populated with the business requirements, theLot 1-5 contractor loads theBRIM into TFS. The loaded BRIM, in combination with additional linked information later entered by the participating contractors (system requirements, use cases, and test cases (Integration, SAT, and UAT)), allow for the generation of the Requirements Traceability Matrix (RTM - Appendix B). For additional assistance, consult the BRD example (Appendix C) and the BRD Guideline (Appendix D).

[This subsection should:

a) Delineate the purpose of the BRD:
b) Specify the intended audience for the BRD;
c) Summarize BRD Organization and Content.]

1.2 References

[This subsection should:

a) Provide a complete list of all documents referenced elsewhere in the BRD;

b) Identify each document by title, report number (if applicable), date, andpublishing organization;

c) Specify the sources from which the references can be obtained.This information may be provided by reference to an appendix or anotherdocument.]

1.3 Glossary of Terms

[This subsection should provide the definitions of all terms, acronyms, andabbreviations required to properly interpret the BRD. This information may beprovided by reference to one or more appendixes in the BRD or by reference to other documents.]

2. Business Requirements Summary

*[**Create an Employee** under Personal Information Manager and check the functionality of **Edit and Deletion of Employee**.]*

2.1 Business Goals and Objectives

** Check the fucntionality of Employee list **after adding Employee**..*

** Action items-**Edit/Delete** of Employee should work.*

2.2 Problem Statement

[Describe the business reason(s) for initiating the project, specifically stating the business problem.]

2.3 Project Description

[Describe the approach the project will use to address the business problem.]

2.4 Scope

*[**Adding, updating and Deleting Employees Information**.]*

2.5 Stakeholders

*[Identify the stakeholders with responsibility for either managing, performing, or placing essential requirements on the processes being documented. For tightly-coupled business processes, those responsible for the adjacent business processes and/or functions must be documented and considered for inclusion as a stakeholder. A specific interface module **may or may not be known/impacted at this time, if it is known it must be listed.**]*

[SAMPLE] Stakeholders List:

Agency/Bureau	Stakeholder	Support Role	Interfaces
DPW/OIM	*Eric Graves*	*Eligibility*	*N/A*
DPW/BIS	*Robert Ziegler*	*Middleware*	*MSUAPP01*
DPW/BIS	*Ebby Abraham*	*Data Warehouse*	*DWRpt001*

2.6 *Business Functionality Summary*

* Login section for **Orange HRM should be in the middle of the page.**

* User should **see below tabs** after login into Orange HRM

- Admin
- PIM (**Personal Information Manager**) (default use should be in this page)
- Leave
- Time
- Benefits
- Recruitment
- Reports
- Bug Tracker
- Help

Adding Employees Data:

- Under Employee Information section (which should be in PIM page), there should be button to **Add an employee into Orange HRM**.
- Click on **Add button**, where user should see below data to fill information:

PIM : Add Employee

Code	
Last Name	**First Name**
Middle Name	**Nick Name**
Photo	

Save **Reset**

WebElement Details:

Code : Text box for Employee ID
Last Name: Text box for Employee Last Name.
Middle Name : Text box for Employee Middle Name.
First Name : Text box for Employee First Name.
Nick Name : Text box for Employee Nick Name.
Photo : to upload Employee Photo.

- After **data saved in Add Employee**, user should redirect to **Personal information page,** where user should see saved data.
- Click on **Back button in Personal Details page** and user should redirect to **Employee information page** and should see **created/added Employee.**

Editing/Updating Employee Data:

- After employee added, **there won't be any update on Job Title, Employement Status, Sub-Division and Supervisor.**
- Update the records for the employee Added by **Clicking on Employee Name** in Employee Information page.
- Update the reflected fileds on Employee Information **from Employment section after on Clicking Employee Name.**
- Once data updated click on Save button where data should be updated.
- Check **the same updated records in Employee Information page**.

Delete Employee/Employees Data:

- From Employee Information page, **select preferred Employee/Employees.**
- Click on **Delete button** in Employee Information.
- User should **succesfully deleted** Employee Data.

2.7 Business Constraints

[This subsection of the BRD should provide a list of any otheritems that will limit the business operations or solution options.]

2.8 Business Assumptions and Dependencies

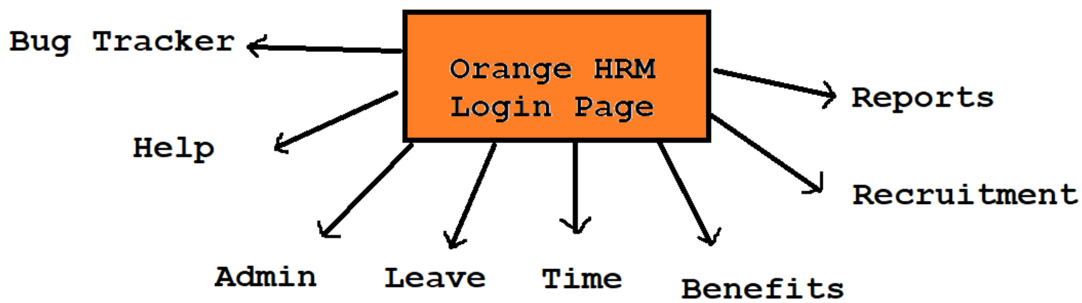
** [Orange HRM server should response to every request.]*
** No Dependencis whch creating Employee data.*
[N/A]

3. Business Process Flow Charting and Diagrams

[Describe the current existingand proposed high level process workflow using flow diagrams (using Visio Flowcharts) and supporting narratives. These diagrams representing processes, are to provide a mapping and standard notation readily understandable by business stakeholders. Consequently, these diagrams serve as a common flowcharting language, bridging the communication gap that frequently occurs between the Business Requirements Documentation and the Systems Requirements Documentation. This will also form an input for the SRD phase of the project to commence system requirements use cases within the SRD.]

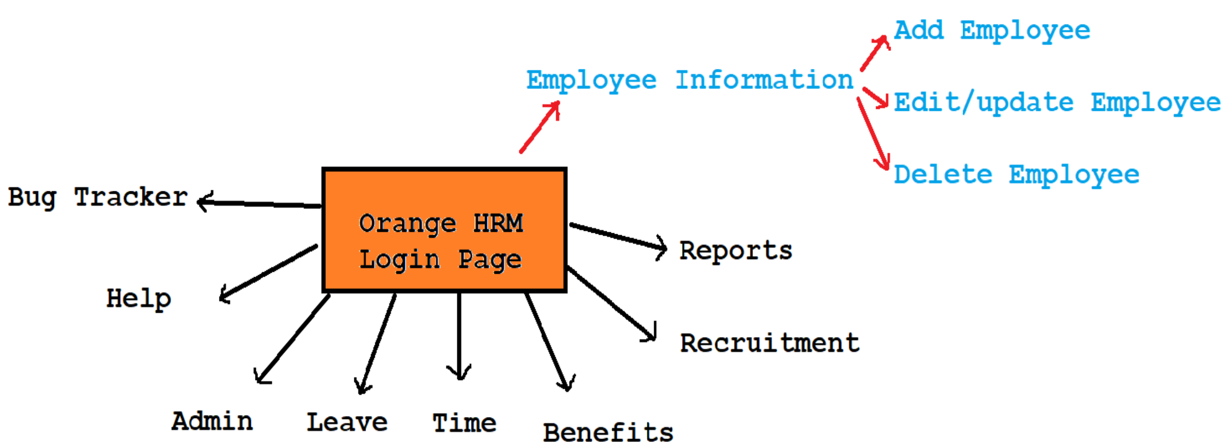
3.1 As Is Diagrams

[Insert As Is diagrams here]



3.2 To Be Diagrams

[Insert To Be diagrams here (if applicable)]



4. Requirements Traceability Matrix

[The RTM is generated out of TFS using input as described in Section 1.1 of this document. The TFS is a dynamic document and deliverable artifact that will be periodicallyupdated and reviewed throughout the SDLC phases. The RTM,an example of which is provided inAppendix B of this document, shall be used to provide bidirectional traceability ofthe business requirements of the software product to the associated systems requirements, use cases and test cases throughout the software developmentlife cycle.]

5. Appendices

A. Business Requirements Input Matrix (BRIM) Template

[The attached document is the BRIM template, to be populated and loaded into TFS by the Lot 1-5 contractor.]

BRIM_Template.xlsx

B. Requirements Traceability Matrix (RTM)

[Attached is an example of the RTM generated out of TFS.]

Traceability Matrix v2.pdf

C. BRD Reference Document

[The attached document describes the BRD sections and fields in greater detail.]

BRD Reference - Appendix D.doc