

Project Name and Client	GOLD / UK Open College
Supplier	WePro Sol
Project Code	UKOC02

Req't Level	Requirement Reference						Description	Requirement Title	Project Phase	Comments	Requestor / Originator
1	1	0	0	0	0	0	<b>Processes</b>				Amjad Mahmood
1	1	0	0	0	0	0	<b>Course Provider must be able to:</b>	Course Provider	Phase 1		Amjad Mahmood
2	1	1	0	0	0	0	Register on the website	Course Provider	Phase 1		Amjad Mahmood
2	1	2	0	0	0	0	Authenticate on the website	Course Provider	Phase 1		Amjad Mahmood
2	1	3	0	0	0	0	Add multiple courses and their details to the website via a website's bulk course upload template.	Course Provider	Phase 1		Amjad Mahmood
2	1	4	0	0	0	0	Bulk course template must be easy to use.	Course Provider	Phase 1		Amjad Mahmood
2	1	5	0	0	0	0	Add individual course and details to the website.	Course Provider	Phase 1		Amjad Mahmood
2	1	6	0	0	0	0	Amend individual course and their detail	Course Provider	Phase 1		Amjad Mahmood
2	1	7	0	0	0	0	Delete individual or multiple courses.	Course Provider	Phase 1		Amjad Mahmood
2	1	8	0	0	0	0	Create registration details for a course provider	Course Provider	Phase 1		Amjad Mahmood
1	2	0	0	0	0	0	<b>Admin Users must be able to:</b>	Site Admin	Phase 1		Amjad Mahmood
1	3	0	0	0	0	0	<b>Perform following general Admin tasks on website</b>	Site Admin	Phase 1		Amjad Mahmood
2	3	1	0	0	0	0	Manage contents of the website	Site Admin	Phase 1		Amjad Mahmood
2	3	2	0	0	0	0	Define course categories.	Site Admin	Phase 1		Amjad Mahmood
2	3	3	0	0	0	0	Amend course categories	Site Admin	Phase 1		Amjad Mahmood
2	3	4	0	0	0	0	Check the course providers and their course listings	Site Admin	Phase 1		Amjad Mahmood
2	3	5	0	0	0	0	See contents of the course providers course listings	Site Admin	Phase 1		Amjad Mahmood
2	3	6	0	0	0	0	Amend contents of the course providers course listings, pre-publishing, post-publishing.	Site Admin	Phase 1		Amjad Mahmood
2	3	7	0	0	0	0	Amend and Delete course providers and their course contents	Site Admin	Phase 1		Amjad Mahmood
2	3	8	0	0	0	0	Publish the course providers, and contents.	Site Admin	Phase 1		Amjad Mahmood
2	3	9	0	0	0	0	Amend support contact details i.e. email and telephone etc	Site Admin	Phase 1		Amjad Mahmood
2	3	10	0	0	0	0	Amend general and legal information such as Terms and conditions, Privacy policy, etc	Site Admin	Phase 1		Amjad Mahmood
1	4	0	0	0	0	0	<b>Admin Users and Security – Identify &amp; Access Management</b>	Admin - Access Management	Phase 1		Amjad Mahmood
2	4	1	0	0	0	0	Authenticate themselves for logon into Admin user secure website.	Admin - Access Management	Phase 1		Amjad Mahmood
2	4	2	0	0	0	0	Manage and maintain access for public users i.e. amend, delete	Admin - Access Management	Phase 1		Amjad Mahmood
2	4	3	0	0	0	0	Manage and maintain access for course providers i.e. amend, delete	Admin - Access Management	Phase 1		Amjad Mahmood
2	4	4	0	0	0	0	Manage access for Admin users i.e. amend, delete,	Admin - Access Management	Phase 1		Amjad Mahmood
2	4	5	0	0	0	0	Ability to reset passwords	Admin - Access Management	Phase 1		Amjad Mahmood
1	5	0	0	0	0	0	<b>Admin users and Invoices</b>	Admin - Invoice	Phase 1		Amjad Mahmood

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2	5	1	0	0	0		Manually generate invoices from the website to course providers based on pre-existing invoice templates.	Admin - Invoice	Phase 1		Amjad Mahmood
2	5	2	0	0	0		Each invoice will be tagged with a unique invoice id	Admin - Invoice	Phase 1		Amjad Mahmood
2	5	3	0	0	0		To define and amend frequency to raise invoice at universal level or course provider level. Example universal level frequency is 30 <sup>th</sup> of each month. Course provider level frequency is 15 <sup>th</sup> and 30 <sup>th</sup> of each month.	Admin - Invoice	Phase 1		Amjad Mahmood
2	5	4	0	0	0		Admin users must be able to define invoice templates	Admin - Invoice	Phase 1		Amjad Mahmood
2	5	5	0	0	0		Ability to assign an invoice template at universal level or to individual course providers.	Admin - Invoice	Phase 1		Amjad Mahmood
2	5	6	0	0	0		Ability to send invoices to course providers via the website.	Admin - Invoice	Phase 1		Amjad Mahmood
2	5	7	0	0	0		Ability to print the invoice is required	Admin - Invoice	Phase 1		Amjad Mahmood
2	5	8	0	0	0		Ability to save the invoice to machine's hard drive is required.	Admin - Invoice	Phase 1		Amjad Mahmood
2	5	9	0	0	0		Ability to search for an invoice using invoice number, or course providers, by date.	Admin - Invoice	Phase 1		Amjad Mahmood
2	5	10	0	0	0		Ability to delete an invoice	Admin - Invoice	Phase 1		Amjad Mahmood
2	5	11	0	0	0		Ability to amend an invoice	Admin - Invoice	Phase 1		Amjad Mahmood
1	6	0	0	0	0		<b>Admin users must be able to analyse Management Information (MI)</b>		Phase 1		Amjad Mahmood
2	6	1	0	0	0		Check total sales for all courses on frequencies defined here	Admin - MI	Phase 1		Amjad Mahmood
2	6	2	0	0	0		Check total sales for an individual course provider on frequencies defined here	Admin - MI	Phase 1		Amjad Mahmood
2	6	3	0	0	0		Check total sale for a defined course category.	Admin - MI	Phase 1		Amjad Mahmood
2	6	4	0	0	0		Check total commission accumulated for a specific courses on frequencies defined here	Admin - MI	Phase 1		Amjad Mahmood
2	6	5	0	0	0		Check total commission accumulated for all courses on frequencies defined here	Admin - MI	Phase 1		Amjad Mahmood
2	6	6	0	0	0		Check total commission accumulated for a specific courses on frequencies defined here	Admin - MI	Phase 1		Amjad Mahmood
2	6	7	0	0	0		Frequencies are: per week, per month, per year, and on ad-hoc basis i.e. from a certain "from date", to a certain "to date".	Admin - MI	Phase 1		Amjad Mahmood
2	6	8	0	0	0		See Public user volumes per page	Admin - MI	Phase 1		Amjad Mahmood
2	6	9	0	0	0		See Public user volumes per course	Admin - MI	Phase 1		Amjad Mahmood
1	7	0	0	0	0		<b>Admin user and Website Monitoring and Analysis</b>	Admin - Web Traffic	Phase 1		Amjad Mahmood
2	7	1	0	0	0		Capability is required for Admin users to analyse and monitor the website traffic.	Admin - Web Traffic	Phase 1		Amjad Mahmood
2	7	2	0	0	0		Capability is required for Admin users to analyse and monitor the customer base behaviour patterns	Admin - Web Traffic	Phase 1		Amjad Mahmood
1	8	0	0	0	0		<b>Admin user and Commission definition and structure</b>	Admin- Commission	Phase 1		Amjad Mahmood
2	8	1	0	0	0		Set and amend commission rate at universal level i.e. for all courses	Admin- Commission	Phase 1		Amjad Mahmood
2	8	2	0	0	0		Set and amend commission rate per course provider level	Admin- Commission	Phase 1		Amjad Mahmood
2	8	3	0	0	0		Set and amend commission rate per course category level	Admin- Commission	Phase 1		Amjad Mahmood
2	8	4	0	0	0		Set and amend commission rate per course level	Admin- Commission	Phase 1		Amjad Mahmood

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2	8	5	0	0	0	0	Precedence of commission. Example course level commission must take precedence over universal level.	Admin- Commission	Phase 1		Amjad Mahmood
2	8	6	0	0	0	0	Set commission per in either percentage or either fixed : example 20% or £150	Admin- Commission	Phase 1		Amjad Mahmood
1	9	0	0	0	0	0	<b>Public Users must be able to:</b>	Public Users	Phase 1		Amjad Mahmood
2	9	1	0	0	0	0	Browse courses via search	Public Users	Phase 1		Amjad Mahmood
2	9	2	0	0	0	0	Limit search by course category	Public Users	Phase 1		Amjad Mahmood
2	9	3	0	0	0	0	Limit course search by course provide location.	Public Users	Phase 1		Amjad Mahmood
2	9	4	0	0	0	0	Limit course search by course cost	Public Users	Phase 1		Amjad Mahmood
2	9	5	0	0	0	0	Limit course search by course provider	Public Users	Phase 1		Amjad Mahmood
2	9	6	0	0	0	0	Limit course search by course delivery i.e. class room or online	Public Users	Phase 1		Amjad Mahmood
2	9	7	0	0	0	0	Limit course search by enabling or disabling multiple of course search filters i.e. course cost, course provider location etc	Public Users	Phase 1		Amjad Mahmood
2	9	8	0	0	0	0	Browse for courses via selecting a course from the course category.	Public Users	Phase 1		Amjad Mahmood
2	9	9	0	0	0	0	Select a course to view full description (as per the current website)	Public Users	Phase 1		Amjad Mahmood
2	9	10	0	0	0	0	Book or Enrol for a course as per the existing process in current website.	Public Users	Phase 1		Amjad Mahmood
2	9	11	0	0	0	0	Pay for the booked course via secured payment options available (as per the current website)	Public Users	Phase 1		Amjad Mahmood
2	9	12	0	0	0	0	Select a course to raise questions for a course (as per the current website)	Public Users	Phase 1		Amjad Mahmood
2	9	13	0	0	0	0	Select a course to review questions and answers specific to a course (as per the current website)	Public Users	Phase 1		Amjad Mahmood
2	9	14	0	0	0	0	Recommend or share course information with friends, etc via facebook, email etc	Public Users	Phase 1		Amjad Mahmood
2	9	15	0	0	0	0	Subscribe to news letters and offers during 'registration' process.	Public Users	Phase 1		Amjad Mahmood
2	9	16	0	0	0	0	De-subscribe to new letters and offers after successful login	Public Users	Phase 1		Amjad Mahmood
2	9	17	0	0	0	0	Maintain their account and user information.	Public Users	Phase 1		Amjad Mahmood
1	10	0	0	0	0	0	<b>Maintenance &amp; Support</b>	Maintenance & Support	Phase 1		Amjad Mahmood
2	10	1	0	0	0	0	Public users must be able to contact staff of the website for information via email, telephone, via an online contact us form	Maintenance & Support	Phase 1		Amjad Mahmood
2	10	2	0	0	0	0	Public users must be able to contact staff of the website for information live chat service.	Maintenance & Support	Phase 1		Amjad Mahmood
2	10	3	0	0	0	0	All users must be to easily access legal information such as terms and conditions, cancelation policy, payment terns etc.	Maintenance & Support	Phase 1		Amjad Mahmood
2	10	4	0	0	0	0	Support to public users and course provider users will be provided as per the current process, via existing support setup.	Maintenance & Support	Phase 1		Amjad Mahmood
2	10	5	0	0	0	0	Enhanced website will only be maintained during the non-critical operation hours. These hours must be defined by the client.	Maintenance & Support	Phase 1		Amjad Mahmood

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2	10	6	0	0	0	0	All the users must be notified of any maintenance work being carried out.	Maintenance & Support	Phase 1		Amjad Mahmood
2	10	7	0	0	0	0	Admin user must Provide support via email and telephone to course providers	Admin - Support	Phase 1		Amjad Mahmood
1	11	0	0	0	0	0	<b>Performance - Scaleable</b>	Performance - Scaleable	Phase 1		Amjad Mahmood
2	11	1	0	0	0	0	Website must be scalable to accommodate and define any category and type of courses.	Performance - Scaleable	Phase 1		Amjad Mahmood
2	11	2	0	0	0	0	As minimum the new website must be able to handle same amount of traffic. However the website must be scale able to easily provision any increase in user traffic.	Performance - Scaleable	Phase 1		Amjad Mahmood
1	12	0	0	0	0	0	<b>Performance - Speed</b>	Performance - Speed	Phase 1		Amjad Mahmood
2	12	1	0	0	0	0	Performance of the enhanced website will be same as current website.	Performance - Speed	Phase 1		Amjad Mahmood
1	13	0	0	0	0	0	<b>Performance - Capacity</b>	Performance - Capacity	Phase 1		Amjad Mahmood
2	13	1	0	0	0	0	user traffic as current website.	Capacity	Phase 1		Amjad Mahmood
1	14	0	0	0	0	0	<b>Look and Feel</b>	Look and Feel	Phase 1		Amjad Mahmood
2	14	1	0	0	0	0	Look and feel will be enhanced, however changes to logo are out of scope.	Look and Feel	Phase 1		Amjad Mahmood
1	15	0	0	0	0	0	<b>Usability</b>	Usability	Phase 1		Amjad Mahmood
2	15	1	0	0	0	0	Website must be user friendly i.e. easy to navigate and search for courses.	Usability	Phase 1		Amjad Mahmood
2	15	2	0	0	0	0	Website will be enhanced to make it search engine friendly.	Usability	Phase 1		Amjad Mahmood
1	16	0	0	0	0	0	<b>Diversity</b>	Diversity	Phase 1		Amjad Mahmood
2	16	1	0	0	0	0	Website must cater for special needs i.e. increase or decrease the size of font disturbing the look and feel of the page.	Diversity	Phase 1		Amjad Mahmood
1	17	0	0	0	0	0	<b>Availability</b>	Availability	Phase 1		Amjad Mahmood
2	17	1	0	0	0	0	Enhanced website will be available 24 hours 7 days a week, 365 days a year.	Availability	Phase 1		Amjad Mahmood
1	18	0	0	0	0	0	<b>Recovery</b>	Recovery	Phase 1		Amjad Mahmood
2	18	1	0	0	0	0	The enhanced website must be recovered within 24 hours for critical issues with no loss of critical data, and 5 days for non-critical issues. If these are not splittable then 5 days for all.	Recovery	Phase 1		Amjad Mahmood
2	18	2	0	0	0	0	Backup of the critical data will be required. Either online or client's machine. Preference is online, but client to have final say.	Recovery	Phase 1		Amjad Mahmood
1	19	0	0	0	0	0	<b>Security – Integrity</b>	Security – Integrity	Phase 1		Amjad Mahmood
2	19	1	0	0	0	0	The enhanced website will not allow any user other than Admin user to amend the editable contents of the website	Security – Integrity	Phase 1		Amjad Mahmood
1	20	0	0	0	0	0	<b>Data Requirements</b>	Data Requirements	Phase 1		Amjad Mahmood
2	20	1	0	0	0	0	Enhanced website will require creation and storage of the new data into existing database.	Data Requirements	Phase 1		Amjad Mahmood
1	21	0	0	0	0	0	<b>Geographical</b>	Geographical	Phase 1		Amjad Mahmood

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2	21	1	0	0	0	0	Primary user base is from UK locations only.	Geographical	Phase 1		Amjad Mahmood
1	22	0	0	0	0	0	<b>Currency</b>	Currency	Phase 1		Amjad Mahmood
2	22	1	0	0	0	0	All currency will be in GBP (£)	Currency	Phase 1		Amjad Mahmood
1	23	0	0	0	0	0	<b>Training</b>	Training	Phase 1		Amjad Mahmood
2	23	1	0	0	0	0	Course providers users will require a step by step 'How to' to guide to train them to upload bulk or single course to the enhanced website.	Training	Phase 1		Amjad Mahmood
2	23	2	0	0	0	0	Support desks must be trained where required, to enable them to effectively support the all queries of the users requiring help. This requirement is particularly of importance for course upload facility.	Training	Phase 1		Amjad Mahmood
1	24	0	0	0	0	0	<b>Printing &amp; Distribution</b>	Printing & Distribution	Phase 1		Amjad Mahmood
2	24	1	0	0	0	0	Ability to send invoices to course providers via the website.	Printing & Distribution	Phase 1		Amjad Mahmood
2	24	2	0	0	0	0	Ability to print the invoice is required	Printing & Distribution	Phase 1		Amjad Mahmood
2	24	3	0	0	0	0	Invoice must be generated in PDF.	Printing & Distribution	Phase 1		Amjad Mahmood
2	24	4	0	0	0	0	Ability to save the Management Information on the client machine in PDF format.	Printing & Distribution	Phase 1		Amjad Mahmood
1	25	0	0	0	0	0	<b>Interfaces</b>	Interfaces	Phase 1		Amjad Mahmood
2	25	1	0	0	0	0	Enhanced website will be connected to existing data base/sources.	Interfaces	Phase 1		Amjad Mahmood
1	26	0	0	0	0	0	<b>Decommissioning</b>	Decommissioning	Phase 1		Amjad Mahmood
2	26	1	0	0	0	0	After when the enhanced website is ready for operation, the enhanced website will be uploaded into the host servers, hence replacing the current website.	Decommissioning	Phase 1		Amjad Mahmood
1	27	0	0	0	0	0	<b>Marketing</b>	Marketing	Phase 1		Amjad Mahmood
2	27	1	0	0	0	0	Existing marketing approaches for the website will also be re-visited to utilise the client's marketing budget as efficiently and as effectively as possible to increase web traffic on the enhanced website with same or less marketing spent.	Marketing	Phase 1		Amjad Mahmood