LEARning management system FOR SYS college

**zohaib waqar**

ex dev & Technical business analyst

BUSINESS REQUIREMENT DOCUMENT

07 may 2025

Table of Contents

**Author Change Control & Approvers2**

**Executive Summary3**

**Glossary3**

**User Personas4**

**Business Goals4**

**Project Overview & Objectives4**

Overview4

Objectives4

**Project Scope5**

In Scope5

Out of Scope5

**Success Criteria5**

**Current State5**

**Target State5**

**RAID (Risks, Assumptions, Issues, Dependencies)6**

**Major Requirements6**

**Business Rules8**

**Data Privacy & Security Requirements8**

**Accessibility Considerations** **9**

**Business Process Flow9**

**Reports & KPI9**

**Reference Documents10**

**Project Schedule (High-Level Milestones)10**

1. **Author Change Control & Approvers**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| # | version | Date | Author | description |
| 1 | 1.0 | 07 May 2025 | Zohaib Waqar | Initial Draft |

**Reviewed By:** [Reviewer Name Here]

**Approved By:** [Approver Name Here]

1. **Executive Summary**

This BRD outlines the business needs, goals, and high-level requirements for implementing a modern Learning Management System (LMS) at Sys College. This system aims to support strategic objectives such as improving teaching quality, increasing student engagement, and enabling digital transformation across campuses. The document is informed by stakeholder interviews and aligned with institutional priorities.

1. **Glossary**

|  |  |  |
| --- | --- | --- |
| # | Term | definition |
| 1 | LMS | Learning Management System |
| 2 | SIS | Student Information System |
| 3 | RBAC | Role-Based Access Control |
| 4 | SSO | Single Sign-On |
| 5 | KPI | Key Performance Indicators |

1. **User Personas**
   1. **Lecturers / Tutors**: Deliver course content and manage assessments
   2. **Students**: Consume learning materials, submit assignments
   3. **Admin Staff**: Manage enrollments, scheduling, records
   4. **Department Heads**: Monitor academic progress, resource utilization
   5. **IT Staff**: Manage integration, security, infrastructure
   6. **Executives (VPs)**: Monitor KPIs, strategic alignment, funding
2. **Business Goals**
   1. Deliver a superior student learning experience
   2. Increase teaching quality and academic effectiveness
   3. Support data-driven decision-making across departments
   4. Streamline academic and administrative operations
   5. Enable digital and remote learning across campuses
3. **Project Overview & Objectives**
   1. **Overview**

The LMS project is part of Sys College's strategic vision to lead in teaching excellence. The system will centralize learning activities, enable performance tracking, and improve communication among faculty, students, and administrators.

* 1. **Objectives**
     1. Implement a cloud-based LMS with role-based access
     2. Provide integration with SIS, Active Directory, and HRMS
     3. Enable dashboards for monitoring engagement and performance
     4. Support mobile and offline access to content
     5. Automate grading, attendance, and notifications

1. **Project Scope**
   1. **In Scope**
      1. Centralized content management and learning modules
      2. Assignment submissions and grading workflows
      3. Real-time dashboards and analytics
      4. Mobile and offline access
      5. Integration with core systems (SIS, AD)
      6. Role-based access and permissions
   2. **Out of Scope**
      1. Physical infrastructure upgrades
      2. Third-party course content creation
      3. External certification or accreditation platforms

**Appendix A**

**SYSTEM REQUIREMENTS MATRIX**

|  |  |  |  |
| --- | --- | --- | --- |
| # | Requirement | Stakeholder Group | Department / Function |
| 1 | Centralized course content and learning material management | Academic Staff, Students | Faculty / Academic Affairs |
| 2 | Student progress tracking and performance analytics | Faculty, Dept. Heads, Execs | Academic, Quality Assurance |
| 3 | Automated assignment submission and grading workflows | Faculty, Admin Staff | Academic Operations |
| 4 | Mobile-friendly interface and offline access | Students | Student Affairs / IT |
| 5 | Push notifications and alerts for deadlines/grades | Students, Faculty | Academic Affairs / Communications |
| 6 | Role-based access control (RBAC) | IT Department, Execs | IT / Information Security |
| 7 | Real-time dashboards and academic reporting | Department Heads, Executives | Academic Affairs / Strategic Planning |
| 8 | Integration with SIS, HRMS, and Active Directory | IT Department | IT / Infrastructure |
| 9 | Cloud-based hosting with backup and scalability | IT Department, Executives | IT / Digital Transformation |
| 10 | Audit trails for grades, attendance, and system activity | Admin Staff, QA Officers | Compliance / QA |
| 11 | Multi-campus support and scalability | Executives, IT Dept. | Institutional Planning / IT |
| 12 | KPI tracking for retention, engagement, and teaching output | Executives, Academic Managers | Strategic Leadership / Inst KPIs |
| 13 | Secure authentication (SSO, MFA, SAML) | IT Department | Information Security |
| 14 | User training and change management support | Academic Staff, Admin Staff | HR / Professional Development |

Table A1: System Requirements Matrix

This matrix outlines the high-level functional requirements identified through stakeholder interviews, mapping each requirement to its corresponding stakeholder group and functional department to ensure traceability and alignment with institutional needs.