

Project management tool used: Trella

Required features:

(features are bolded)

Login page:

When a user goes to the requestIT site, the initial page will request **login information** from the user. The login information will include the individuals **proof of affiliation** with CU Boulder. The affiliation will be proven by supplying a valid CU email address. This proof is required the software is only freely distributed with CU affiliated personnels. Once the email is provided the site will 'ping' this supplied email and request the user to **verify his/her email**. The login page will include the following:

- An input box that allows the user to submit their CU email address
- A verification system that ensures the email address is valid (ie. ends in @colorado.edu)
- these are FUNCTIONAL requirements of the page, because without it the software request form will provide no additional help to the CU OIT, since only CU personnel have access to free software

The login will appear similar to the following (without a window that requests a password):



Database users:

Once the user has supplied a valid CU email they will be granted to the site. The main function of the site is to allow users to request software from the OIT office. There will be a **tab at the top of the page** (in the main menu) that links to the submission form. The **submission form** will allow the user to choose which software they are requesting from the OIT through a drop down menu, as well as request for their desired email to receive the software through. Once this form is submitted their information will be **stored in a database accessible to the OIT**. The submission will include which software the user requested, their email, as well as the date they submitted it. This database will provide a uniform method for the OIT to receive software requests from, as well as a record of when the user submitted their request. On the user end, once the form is submitted they will be brought to a completion page that **thinks them for their submission and an estimated time of response (3-5 days)**. The form will include the following:

- form box that requests email
- drop down menu with available softwares
- this is a FUNCTIONAL requirement of the page as the sole purpose of the site is to supply the OIT with what software the user wants and where to send it in a uniform and user friendly way

it will look similar to the following (but more aesthetically pleasing):

Name :

Option Add Delete Update

The form will submit to a database similar to the following:

First Name	Last Name	Email	Gender	IP Address	Avatar	Name	App Name	Emplo.Bkng	SttDate	Description
Sean	Day	sean.day@outlook.com	Male	174.143.10.10		Wonder	Finance	TRUE	3/10/2008	Kuan Remondo
Charles	Cotter	charles.cotter@outlook.com	Male	184.79.103.10		Superhero	Finance	FALSE	3/10/2008	Rupiah
Delia	Procter	delia.procter@outlook.com	Female	198.26.102.10		Myrm	Shipping	FALSE	3/10/2008	Franz
Ronald	Genett	ronald.genett@outlook.com	Male	198.14.102.10		Flashgun	Senior	FALSE	10/10/2008	Kuan Remondo
Ruby	Murphy	ruby.murphy@outlook.com	Female	170.107.102.10		Yousen	Labelling	TRUE	3/10/2008	Shelak
Joe	Jenks	joe.jenks@outlook.com	Male	174.143.10.10		Wardrobe	Harbort	TRUE	6/10/2008	Franz
Louis	Cotter	louis.cotter@outlook.com	Male	184.79.103.10		Gumbel	Vigilant	FALSE	10/10/2008	Kuan Remondo
Christina	Larson	christina.larson@outlook.com	Female	174.143.10.10		Zooming	Korkut	FALSE	8/10/2008	Reed
Chris	Woods	chris.woods@outlook.com	Male	184.79.103.10		Reagent	Proctor	TRUE	6/10/2008	Euro
Beverly	Coleman	beverly.coleman@outlook.com	Female	184.79.103.10		One	Harbort	FALSE	10/10/2008	Kiana
Jason	Way	jason.way@outlook.com	Male	184.79.103.10		Miss	Korkut	FALSE	10/10/2008	Dolar
Gloria	Hilly	gloria.hilly@outlook.com	Female	184.79.103.10		Livorno	Korkut	FALSE	10/10/2008	Euro

Once submitted the user will be brought to a page that looks like this with information regarding their personal submission as well s contact information for the OIT if they don't hear back in the expected time frame :

empireunderwriters.com/thank-you/

Empire Underwriters, LLC
Empire General Insurance Agency, LLC
INSURANCE MANAGER & BROKER/AGENTS • EXCERNA 1010121

Home Workers Comp Property Casualty Personal Lines Forms & Apps Contact Us

Thank You!

An Empire Underwriter associate will contact you about your submission shortly!
If you would like to speak to an associate immediately, please call 1-800-758-8113.

Send in Your Submission!

Name

First Name Last Name

Agency Name

Available Softwares:

Other than the main function of the site (provide a method for users to request software as CU) the site will offer information regarding the various available softwares through the OIT. All of the available softwares to be **downloaded will have a page** (tabs will be in the main menu at the top of the page) that

provides the user with information regarding the software's capabilities, capacity, and downfalls (if any). These pages will include:

- Introduction to the software
- Space it takes up on the computer
- Any remarks from the OIT regarding efficiency, glitches, etc.
- A button at the bottom that directly links to the request form for the software that states **'RequestIT NOW!'**
- This is a nonfunctional requirement of the website, because without the site would still

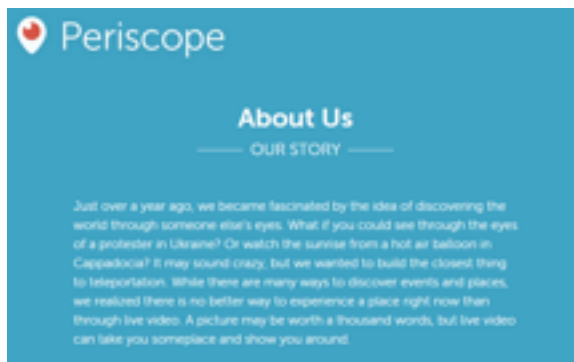
complete the intended tasks, it would just be less user friendly and helpful to the OIT department

- The software informational pages would look similar to the following:



About us:

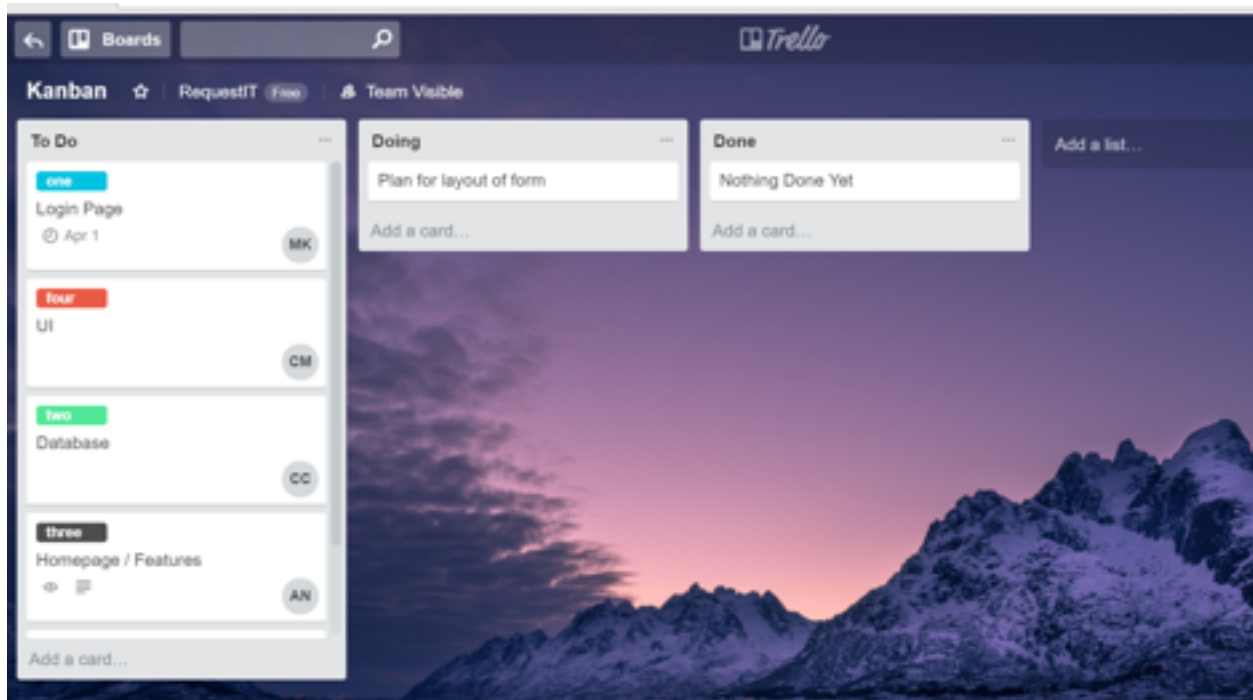
This page will supply the user with information regarding requestIT as a site, our goal and members. In addition there will be information regarding the OIT as we are working with them to complete our company's mission. Along with the general information regarding both groups there will be **contact information** for requestIT and a link to the OIT page if the user has additional questions about their department. The about us page is a non-functional requirement, as its sole purpose is to supplement the user's experience on the site and enhance the applications of our 'company'. The page will look similar to the following:



Other basic requirements include:

- **Front end design:** have a user appealing design that introduces the user to the mission and goal of our site. The colors should be appealing to the viewer, the font easy to read, and a sleek and accessible design. The front end will implement bootstrap to ensure that the site is responsive. This is both a functional and nonfunctional requirement. Bootstrap is necessary to ensure that the users experience is both enjoyable on desktop and mobile. The user friendly design is nonfunctional but is necessary if our company wants to be successful in channeling requests through our database, as if it is difficult to work with users will opt out of this method.
- **Grant access to company OIT:** The database must be accessible to the OIT personnel in order for them to fully implement the benefits of requestIT in their workplace. This is a functional requirement as without it the submission form will leave the user unhappy since they will never receive the requested software. This access will be given through complete access to our code and domain (gitHUB).

Project Plan in tool:



Agile Scrum:

Using the format of an agile sprint provided in class:

Date: March 04, 2018

Time: 5:00 pm

Attendees: Claire Martin, Cassidy Carpenter, Abbi Nicholson, and Micheal Kling



User Story:
1. Need to implement a log of all users and the materials they are

- requesting:
- Estimation: 20
 - requires contact with OIT to figure out the best way to provide them with the information gathered through the request forms
 - do research to know all of the possible softwares available for download, and should be able to be requested on the form sheet
 - need to create a database that stores the information that the user submits on the form
 - make sure the OIT can use the format of the sheet to implement the request directly into their system
2. Create a user friendly site that invites individuals to request software directly, rather than emailing the OIT independently
- Estimation: 13
 - need to make sure that the forms are easily submittable
 - the page can be easily navigated
 - submissions are flawless and always recorded properly
 - must be more efficient than the current system, thus we need to measure the increase (if any) in response time and retrieval of the actual software
3. Validate the users email to make sure they are affiliated with CU
- Estimation: 5
 - learned how to do in the first homework and in a previous lab
 - can use previous code created
 - need to implement the checking system into the actual site

Sprint 1:

Planning has been completed this afternoon, as shown in user story 1, the difficulty and required tasks have been played out for the team members. Each of us understand the requirement to implement this section of the site and the next step is to do research.

The duration of the initial sprint will be 10 days, where research will be conducted on how efficient the current software request system is for the OIT. Furthermore discussion with OIT regarding the best format for the form, media, and way of accessing the database will be finalized. All research regarding implementation and logistics is to be completed within 4 days of sprint initialization.

Testing will start immediately after the format of the form is discussed, this should be finalized by day 6 of the sprint. After testing is completed we will begin building the database and form to check for efficiency and adequacy with the OIT. Based off of the feedback given from the OIT we will then rebuild or redesign the page to better suit their needs.

Testing should be finalized by day 10 of the sprint, where we start the plan for the next user story, User interface.