

Suggestion Scheme

Application Development

Version 2.0

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Product Scope:

Build a web application similar to <https://suggestionscheme-21194.web.app>

Access details for reference is as below:

URL: <https://suggestionscheme-21194.web.app>

Login: chirag.mehta

Password: changeme

Application Design: Ensure that the web application is cross-compatible across all devices i.e. PC/Laptop, Tablet and Mobile. *UX Design has been attached for reference, the graphical elements like graphs and pie charts may slightly differ.*

Application Details

The application development flow is a structured process that outlines the various stages and user roles involved in the development and operation of the application. This flow ensures that all users, from SuperAdmin to Employees, have clearly defined roles and responsibilities, allowing for efficient management and use of the application.

We have defined 4 application user roles as below:

1. SuperAdmin
2. Admin (HOD)
3. Plant Coordinator
4. Employee (Zone User)



1. SuperAdmin

The SuperAdmin has full control over all data entry functions required for the application. This includes managing the following modules:

- Application Master: Managing the application's name and URL.
- Plant/Location Master: Adding and managing plant locations and their status.
- Department Master: Adding and managing departments and their status.
- User Master: Creating and managing user accounts with fields such as name, employee ID, role, plants, departments, applications, mobile number, email, password, gender, joining date.
- Form Type Master: Managing form types and their status: for example, Kaizen, Suggestions, Quality Circle, etc...
- Score Master: Managing scores, score title, and statuses.

2. Admin (HOD)

The admin, typically a Head of Department (HOD), has access to the dashboard and all suggestion data organized by plant. The admin can add feedback to all suggestions and create their own suggestions.

- Dashboard Tab: View charts of all suggestions categorized by Type, Location, Department, Priority, Status.
- Done Tab: View all approved suggestions or those with submitted feedback.
- Created Tab: View all suggestions created by the logged-in user.
- Assigned Tab: View all suggestions created.
- Search: View all suggestions based on search parameters like Type, Location, Department, Priority, Status, date, etc...
 - With ability to download in excel format
 - Email Button next to each record to send reminder email to concerned hod mapped to the suggestion.



3. Plant Coordinator

The coordinator has access to the dashboard and can add feedback to suggestions created by employees under their plant and department. They can also create their own suggestions.

- Dashboard Tab: View charts of all suggestions categorized by Type, Location, Department, Priority, Status.
- Done Tab: List OF all approved.
- Created Tab: View all suggestions created by the logged-in user.
- Assigned Tab: List of all suggestions assigned to the coordinator.

4. Employee (Zone User)

- The Employee has access to add feedback only.
- Done Tab: List of all approved suggestions.
- Created Tab: View all suggestions created by the logged-in user.

Application Pages (Role Based)

- Login Page with login form & Forgot Password link
- Dashboard:
 - View charts of all suggestions categorized by Type, Location, Department, Priority, Status
 - View Top 5 suggestion creators based on their score with view more link.
- Done: This page will display all approved suggestions with feedback.
- Created: View all suggestions created by the logged-in user.
- Assigned: This page will display all suggestions created.
- Search: View all suggestions based on search parameters like Type, Location, Department, Priority, Status, date, etc...
- Top Suggestions: This page will display list of names with top suggestions in descending order i.e. high to low.
- Details View: This page will open once the user clicks on view details for any suggestion, this page will display all the content for the selected suggestion.
- Forms: Search, Suggestions, Kaizen, Quality Circle, Feedback, Score, **Assign to HOD and others.**



Notification and Approval Cycle

The notification and approval cycle involves the following steps:

1. A suggestion is created and submitted by the user.
2. The suggestion is sent to the coordinator based on the department and location of the suggestion.
3. The coordinator reviews the suggestion, approves/rejects with feedback.
 - a. If **approved**, assigns a score along with the feedback.
 - b. If **rejected**, assigns feedback.
4. Upon approval, the coordinator selects the HOD from a dropdown and submit the suggestion.
5. An email notification is sent to the selected HOD upon approval.
 - a. HOD can then login and update the suggestion
 - b. HOD will also add a due date and description.
 - c. HOD then updates the status
 - i. Status: Hold (nothing to be done)
 - ii. Status: In-progress (nothing to be done)
 - iii. Status: Implemented (move to next point)
6. If status is updated to implemented then, the HOD needs to assign this to a coordinator through a dropdown.
7. An email notification is sent to the department coordinator.
 - a. The coordinator updates the status to “**closed**”.



Text User Flow:

- User visits home page which has login form with username and password fields and submit button. This form also has link to forgot password page
- After successful login user is now able to see the list of applications, he/she has access to. One of the application names is “Suggestion Scheme”.
- User clicks on suggestion scheme and goes to its dashboard.
- User can create a suggestion using the form which has following fields
 - Select Plant, Assign to Department, enter title, enter description, select priority, add multiple images, add image description and submit button.
- Once submit button is clicked a suggestion is created and submitted by the user.
- The suggestion is sent to the coordinator based on the department and location of the suggestion.
- The coordinator reviews the suggestion, approves/rejects with feedback.
 - If **approved**, assigns a score along with the feedback.
 - Feedback form consists of feedback description and multi-select score checkboxes.
 - If **rejected**, assigns feedback.
- Upon approval, the coordinator selects the HOD from a dropdown and sends the suggestion for further review.
- An email notification is sent to the selected HOD upon approval.
 - HOD can then login and update the suggestion
 - HOD will also add a due date and description.
 - HOD then updates the status
 - Status: Hold (nothing to be done)
 - Status: In-progress (nothing to be done)
 - Status: Implemented (move to next point)
- If status is updated to implemented then, the HOD needs to assign this to a coordinator through a dropdown.
- An email notification is sent to the department coordinator.
 - The coordinator updates the status to “**closed**”.

VISUAL UX IMAGES SHARED IN A SEPARATE PDF

The application development flow ensures a systematic and organized approach to managing user roles, suggestions, and approvals within the application. By clearly defining the responsibilities and capabilities of each user type, the application facilitates efficient data management and decision-making processes. The notification and approval flow further enhances communication and ensures that all suggestions are appropriately reviewed and acted upon in a timely manner.



