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| **Req No** | **Requirement** | **Requirement Description** |
| IPR-001 | Devotee Management | Provision to **add/delete/update details of a devotee** into the system. To facilitate this there should be an option to search a devotee in a convenient way. The search must not display the phone number of devotees. Leaders/mentor’s complete contact can be displayed. Maintain the family details in the database. Maintain dates of marriage anniversary and other important dates of a devotee |
| IPR-002 | Program Management | Provision to **add/delete/shift/update details of a program** into the system. To facilitate this there should be an **option to search a program** in a convenient way. All the programs must be **under an authorised hierarchy**. The program could be of various types like "Outreach, Level 0, Level 1 (BV), Level 2, ongoing meeting etc as listed below(primary and secondary programs). Each program may have a name of its own. There can be a mentor and an assistant mentor for each program, where a mentor is mandatory.  **Primary Program**  Every devotee must be part of a primary program. Various primary programs are  **Festival Info:** Any cold but favourable contact can be added to this type of program. Those who don’t want to attend a regular weekly program but favourable can be maintained in this program. They will be invited for all festivals and once in a while will be invited for L0 program.  **L0 Program**: Specially designed program for new comers like 6 session Discover Yourself Course, 4 Session Gita Course. It is a short life span course. These programs generally run continuously run round the year in a cyclic fashion.  **Goal:** Produce stable committed contacts for L1 (Bhakti Vriksha) program.  **Graduation Criteria:** There are 2 criteria  1st Criteria: No of consecutive sessions attended *Ex: 4 Consecutive Sessions* (or)  2nd Criteria: Total no of sessions attended in given period of time *Ex: 5 sessions in 2 months*  **Creation Criterion:**program can be created under any structure. *For eg. A program can run directly under a maha circle or even temple.*  **L1 Program:** This is the heart of the whole system. Generally, a **L1 (Bhakti Vriksha’s)** life cycle is of 1 to 1.5 years after which the group splits into 2 or more according to no. of leaders the group is able to produce.  **Creation Criterion:**program can be created strictly under a Sector **ONLY**.  **L2 Program:** The graduates of the Bhakti Vriksha Program may become a Bhakti Vrisksha leader themselves but many may not choose to become a leader , so they will still continue to be part of a **L2 Program (study class)**. They may take leadership in other areas and services or management etc. Optionally a devotee can be part of 2 primary programs (L1 & L2) but at least 1.  **Creation Criterion:**program can be created under any structure. *For eg. A program can run directly under a maha circle or even temple.*  **Secondary Program**  These are essential support programs at various levels of the Hierarchy which are needed for healthy functioning of various entities.  **Under Bhakti Vriksha**   * **Siksha Program:** Participation: All Members * **Outing/Temple Visit:** Participation: All Members * **Book Distribution:** Participation: All Members * **Nagar Sankirtan:** Participation: All Members   **Under Sector**   * **Sector Meeting:** Participation: Leaders * **Study Class (it is the L2 program, it a primary program)** Participation: All Members * **Vyuha:** Participation: All Members * **Retreat/Camp:** Participation: All Members * **Yatra:** Participation: All Members * **Book Distribution:** Participation: All Members * **Nagar Sankirtan:** Participation: All Members   **Under Circle**   * **Circle Meeting:** Participation: Leaders (one level below) * **Study Class (it is the L2 program, it a primary program)** Participation: Leaders & Dynamic * **New Leaders Grooming Program:** Participation: Dynamic * **Yatra:** Participation: All Members   **Under Maha Circle**   * **Maha Circle Meeting:** Participation: Leaders (one level below) * **Study Class (it is the L2 program, it a primary program)** Participation: Leaders 1 level & Dynamic * **All Leads Meet:** Participation: Leaders (all levels) * **Annual Leaders Retreat:** Participation: All Members * **Yatra:** Participation: All Members   **Under Temple**   * **Temple Leaders Meet:** Participation: Leaders (one/two level below) * **Study Class (it is the L2 program, it a primary program)** Participation: Leaders (1 or 2 levels) * **Yatra:** Participation: All Members |
| IPR-003 | Hierarchy Management | Provision to add/delete/modify/shift authorised hierarchy structures such as BV, sector, circle, maha circle temple. Temple can only be added or modified. While deleting or shifting, provision should be there to check if all those who report to such a structure is reassigned or shifted along. There can be provision to add multiple programs under a hierarchy structure. Each hierarchy structure must have a reporting to its superior hierarchy structure. Each hierarchy structure may have its own name. Each hierarchy structure can have a incharge and assistant incharge, where a incharge is mandatory. |
| IPR-004 | Program assignment | Provision to assign devotees to any program, if he is new devotee then preferably to a Level 0 program such as gita course but in absence of such a program in a particular area he may also be added to any other programs as decided by the local team of devotees who are managing the program. There must be a provision to change the program assignment of a devotee at any time. Periodically the contacts who are not regular in a program could be shifted to a special parking program called "festival info" so that they can get festival invites as they are not much interested to attend a regular program. Provision should also be there to find regular devotees(based on attendance & recent frequent visits) and upgrade them to a more serious program, generally from a Level 0 program to a Bhakti Vriksha. |
| IPR-005 | Attendance Management | Provision to update attendance on every instance of a program. Details of the speaker, topic, date of the program, starting time and ending time of the program and any other notable comments can be recorded as part of attendance as these may slightly vary from time to time and will be useful for future analysis. Attendance can be updated by mentor or assistant mentor. |
| **IPR-006** | **Distributed Follow-up & Devotee History** | **An effective follow up module which will comprise facility to assign contacts to various devotees, so that work load is distributed. Facility to assign and reassign should be free from the hassle of preparing excel sheets and distributing and managing various sheets. The contacts once assigned should appear in the mobile of the devotee to whom it is been assigned. As the devotee to whom the contact is assigned may not know the person who he is going to follow-up, a history of the person could be stored and displayed just before calling. After the call there must be provision to update the history by typing the comments. After the call there should be an option to record the response, which could be one of the 5 responses "Coming, not Coming, doubtful, call again, invalid/wrong no". Provision should be there to monitor invalid/wrong numbers and delete them periodically. After the call provision should be there to rate the devotee, with 3 stars "good, ok, bad" a cumulative total of no of good, ok, bad can be displayed as part of history for enhancing the follow-up** |
| IPR-007 | Login & Authentication | As the operations of adding/shifting/modifying in a hierarchy needs an authentication check, a provision to identify the devotee who is using the system is essential. This will help in personalising dashboard, reports, operational permissions etc. Consequently, there is a need to describe who can do what, which will be described in a separate document. The devotee may login from a browser or a mobile, it will be better to have provision of login from any mobile rather than coupling the identity with a single mobile. |
| IPR-008 | Dashboard | There can be a dashboard for each user which is personalised for that particular devotee. It can display useful info, stats, reports of essential aspects according to the roles and responsibilities that devotee is assigned with. |
| IPR-009 | Capture Contact | The prime source of our contact base is by one to one meeting of common people as part of preaching or as part of our daily activities. We may talk to so many interested people every day but may not be able to cultivate them or even be in touch with them. Sometimes we may just loose the contact. The best thing would be to connect such interested contacts to a local program. The devotee on the field should have an easy mechanism to capture every interested contact and connect them appropriately. This could be done as follows  1. Collect the name, number and area of the interested person, if not for more info  2. Notify the appropriate programs happening in such an area. To achieve this, every program must subscribe for one or more areas  3. The notification could be displayed in the dashboard of the mentors of programs that subscribe to that particular area and on the dashboard of various incharges of hierarchy structure under whom there are programs that subscribe to that particular area  4. The moment one of them takes ownership of a particular notified contact, the contact vanishes from others dashboard. There must also be a provision to re-notify a contact incase of wrong assignment.  5. This facility could also be used to notify an existing devotee to a different area if the devotee is shifting his location. |
| IPR-010 | Campaign | Campaigns are the activities that  1. Community as a whole or a part of the community takes part based on where in the hierarchy the campaign is created 2. Anytime the status against the target at various levels are published (live score card) Example of few campaigns: Book Marathon, Chanting for others, Karthik Deepa Dhana  3. There can be some parameters which can be calculated just like books points during marathon, based on the parameters collected  eg: Book Points = ((no. of small books)x0.2 + (no. of medium books)x0.5 + (no. of big books)x1 + (no. of maha books)x2) 4. Info of various programs that are running at various locations or a particular location with contact person can help guide an interested person better |
| IPR-011 | Events - Rejected as of now | All our big festivals like Janmashtami, Ratha Yatra, Vaikuntha Ekadasi etc involve intense management with many departments and volunteers. These events may have many departments and many of these departments may have further sub departments. For example Janmashtami is an event, within Janmashtami "Goloka Fest" is a department, within Goloka Fest "chid dhahi stall" is an sub department. By organising these events using the system 1. We can find available volunteers and utilize the man power efficiently 2. We can communicate at various levels (departments/sub departments) with ease |
| IPR-012 | Public Attraction - Separate App not to consider now | If a ISKCON mobile app is downloaded by common public, we can get the contact of the person, not just a person but a person interested in ISKCON's activities. By offering some interesting devotional engagement, we can induce common public to install the app. Some of the attractive features may be 1. Daily Darshan - "Make an auspicious begining everyday" 2. Critics - "ISKCON's view on current issues" 3. Crossword - "Crack the puzzle for the day" 4. Cartoon Corner - "Thought provoking cartoon for the day/week" 5. Reading Room - "Read through a wealth of Vedic knowledge" 6. Vedic Quiz - "Test your SQ - Question(s) for the day" 7. Programs & Happenings of temple etc 8. FAQs by category and experts answering questions |
| IPR-013 | Communication | Provision should be there to communicate to all the members in the subtree, with choice for selecting the audience based on program and/or devotee siksha level. This communication should happen through app, SMS from one's own mobile, SMS through SMS panel. The SMS panel can only be used by authorised programs as it costs a lot. |
| IPR-014 | Feedback | Any devotee can offer feedback about any program, which can have 3 stars - "Good, OK, Bad". If a bad comment is received, then action must be taken. Option must be there for skip level intimation |
| IPR-015 | Devotee Attraction - Separate App | Some BASIC INFO about Krishna Consciousness will help attract the devotee community to actively use the app. Some of the essential informations are 1. Ekadasi Dates and Fast breaking times 2. Ekadasi Receipies and help line 3. Details of various vratas and help line 4. Detais of various daily activities of devotees like deity worship, tulasi worship, bhoga offering 5. Vaishnava Songs 6. Donation button 7. Programs and happenings of temple 8. Regular slokas and preaching quotes 9. Dos and Donts according to the level of devotees 10. Next level commitment for a devotee based on his level |
| IPR-016 | Donation Module | Enable Devotees to offer donations A list of sevas can be updated time to time |
| IPR-017 | Reports and Preaching assistance | Preaching Assistance - Next level commitment for a devotee based on his current level - MOM and action items of meetings to followup - Preparation of checklist for each instance of the program |
| IPR-018 | Sadana | Provision should be there to update the sadana details by each devotee, the parameters below can be enabled based on the level of the devotee. For complete info consult Devotee Health report excel sheet  No of rounds chanted today:  No of hours Srila Prabhupada book reading today:  No of hours Srila Prabhupada lecture hearing today:  No of hours Guru Maharaj lecture hearing today:  Did service in/for Bhakti Vriksha: (y/n)  Did service in Temple: (y/n)  Did some monetary contribution today: (y/n) |