

User Requirement Specification

Timesheet Management

1. Background

The company already has the existing system which can manage the user role, module permission access, login and logout. In order to improve the staff operation, management requested to have the new Timesheet module in the system.

2. Requirements

- The system should allow the user to submit their own timesheet. The timesheet should have minimum information as below:
 - username/ id
 - date
 - notes
 - hours
- The system should allow the manager to approve/ reject the timesheet.
 - Only the user with the right role (permission) is allowed to perform the timesheet approval.

3. Assumption

- User management and login function is already in place.