**Team 1- Project Brief**

**Project Title:** Time Booking System

**Project Outline:** Sopra Steria are currently looking at modernising their time booking system. Feedback from various stakeholders throughout the business indicates that the current system feels somewhat outdated and no longer fit for purpose.

**Project Scope:** At a high level, the client has requested a new system that allows users to book their time for the previous week, current week and one week in advance against a code that their manager will have assigned to them. The user should be able to edit previous time entries (up to one week in the past) and submit no more than a week in advance.

The system must include a manager portal which allows managers to assign codes to their staff and they should be able to have the option to enter a specific time parameter that this code will be available to them i.e. Employee has access to XYZ code until 12/11/23 by which time their project should have ended.

Managers should also be able make time entries on behalf of their staff and edit previous time entries up to 3 months prior.

**Timing:** The project currently has an initial deadline of two weeks, at which point the client would expect to see a minimum viable product (MVP).

**Methodology:** The client has requested that this project should follow agile methodology in which small pieces of functionality are created in cycles.