* Admin logs in
* Admin is redirected to dashboard
  + If there are delayed projects, admin get notified
  + If project overspends, admin get notified
* Admin creates project contract
  + If PI exists
    - Admin proceeds in creating project contract
  + If PI does not exist
    - Admin create PI account
    - After creating PI, proceeds to creating a project contract
* PI receives an email notification informing him that there is an assigned project to him
* PI logs in
* PI redirects to dashboard
  + PI view milestones, task completed, budget status
  + If projects are near deadline, PI gets notified
  + If budget is low, PI gets notified
* PI creates a milestone and tasks
  + After creating a milestone, PI can create a gantt chart
  + After creating a milestone, PI can view progress status
  + If project has issue
    - PI inputs issue and other information
    - PI can view issues
      * If issue is resolved, PI update issue tracking / incident report
  + If project milestone is completed
    - PI create progress / accomplishment report
    - Reports are saved in the archives
* PI creates a budget plan
  + If PI exceeds budget limit
    - System will alert
  + If PI reached budget limit
    - System will alert
* PI creates expense tracker
  + If expense exceeds budget allocated
    - System alerts
  + If there is no more project budget
    - System Alerts
    - PI can request for budget extension
      * If PI request for budget extension, PI will fill up a form
      * Admin will be notified and view the status of request for budget extension
      * Admin sends email to funding agency
        + If approves, Admin input the amount. The budget will be updated
        + If not, status is “for review / on process”
    - If project is complete, PI creates financial report
    - Reports will be saved in archive
* If all reports are completed
  + Admin is notified, and can view the reports
  + Admin prints the final report