

**SCU COEN 285 – Software Engineering
Mid-Term II – Requirement Document**

Submitted by: Arpita Verma
SCU ID – W1632653
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Software Requirements Document

Company Name: [ABC Ltd.](#)

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1. Purpose

The Account Payables System provides easy online access of the payroll reports and checks to the employees of ABC Ltd. This software will help automate the payroll system of ABC Ltd. and also develop a system for providing full functional reports to the management of the company.

2. Scope

ABC Ltd.'s Accounts Payable System will be used by the employees for payroll compliance. Users will be able to add/edit the inputs to receive the required reports for the specific period or type of compensation. Accounts Payable Clerks and employees will have different access to the company's Compensation and Benefits System.

3. Systems Overview

Account Payables System is distributive, online, and interactive. The System will control reports, checks, and payments with the capability to print checks and reports. This system will print a maximum of 8,700 checks. The System is designed for a maximum of 150 concurrent users and a maximum of 20 AP Clerks. Super User will function as System Administrator. Users will have read-only access but Clerks will have read-and-write access to enter data into the following fields:

- ◇ Name;
- ◇ Address 1;
- ◇ Address 2 (optional);
- ◇ City;
- ◇ State;
- ◇ Zip Code; and
- ◇ Country (optional and only applicable for checks being sent outside of the country).

The features of this system should be to:

- Generate Payroll Reports for employees
- Print checks
- Maintain User's information/data
- Maintain the employee's number of hours worked to calculate the salary
- Generate Reports for the Management team

4. Environment/Platform

4.1. Hardware

- 4.1.1 The new AP System will be running on Intel i3 (minimum)
- 4.1.2 8 GB RAM
- 4.1.3 40 GB Hard disk

4.2. Software

- 4.2.1 The entries of the AP System will be passed to an existing x86_64,

where the GL resides.
4.2.2 Windows operating system.

5 System Specifications

- ◇ The system should be capable to handle 150 *concurrent* users accessing the system AP System at any given time.
- ◇ This system should be capable to handle a maximum of 20 AP clerks.
- ◇ The amount (dollar value) printed in the dollar box of each check should always have a USD sign (\$).
 - The checks being sent outside the United States will also be issued in USD.
- ◇ The date when the check was printed should appear in the date box on the check.
 - The standard American format will be used when printing the date:
MM/DD/YYYY.
- ◇ For checks that are in the amount of more than \$1,000.00, it will be necessary to obtain two
(2) signatures.
 - In these cases, underneath the dollar amount on each check it should state that two (2) signatures are required.
 - There should be two lines at the bottom right-hand corner of each check for two (2) signatures.
- ◇ Each check should have a space on the top for an optional personal greeting message.

6 User Interfaces

6.2 Employee Interface (Input)

The employee's information will be stored in the system for the following fields:

- Employee Name
- Employee ID
- Address
- City
- State
- Zip Code
- Country

6.2.1 Employee timecard interface.

- Allows employees to enter the number of hours worked.

6.3 Check Interface (Input)

- Name;
- Dollar Amount (digits);

- Dollar Amount (words);
- Memo; and
- Signature(s) line.
- Optional Personal Message

6.4 On Screen Reports (Output)

6.4.1 Daily Batch Report - runs at the end of each work-day.

- How many checks are paid;
- The amount paid (sum of all checks paid);
- To whom each check was issued; and
- The date of each check.

6.5 Printed Reports (Output)

6.5.1 Weekly Batch Report - run on the last work-day of each week.

- Date of last work-day of that week;
- Total amount paid for that week.

6.6 Review Screen (Output)

6.6.1 Users (*not* Clerks) should be able to review the checks.

- This is a read-only screen.

6.7 Update Screen

6.7.1 Clerks (*not* Users) should be able to update the information input for each check.

- This is a read/write screen.

7 Security & Privacy

To ensure that sensitive or confidential information is kept secure, several policies will be enacted.

7.2 Roles

- Roles will be established to ensure that respective users - Clerks or Users, for example - can only access certain features of the System. (See 6.6 and 6.7 above.)

7.3 User Names and Passwords

- Each User and Clerk will have an individual ID and password for the Network and for the AP System. In most cases, usernames will be the same.

7.4 Privacy

- SSNs will not be printed on the checks

8 Operational Requirements

To ensure the system is user friendly it should be:

- Available 24/7 to all users. The users should be able to log in from any part of the world at any time with their username and password assigned by the company.
- Recoverable. In case of any network failure or application crash, the data of the users should be intact, and they should be able to access the same if they log in again.

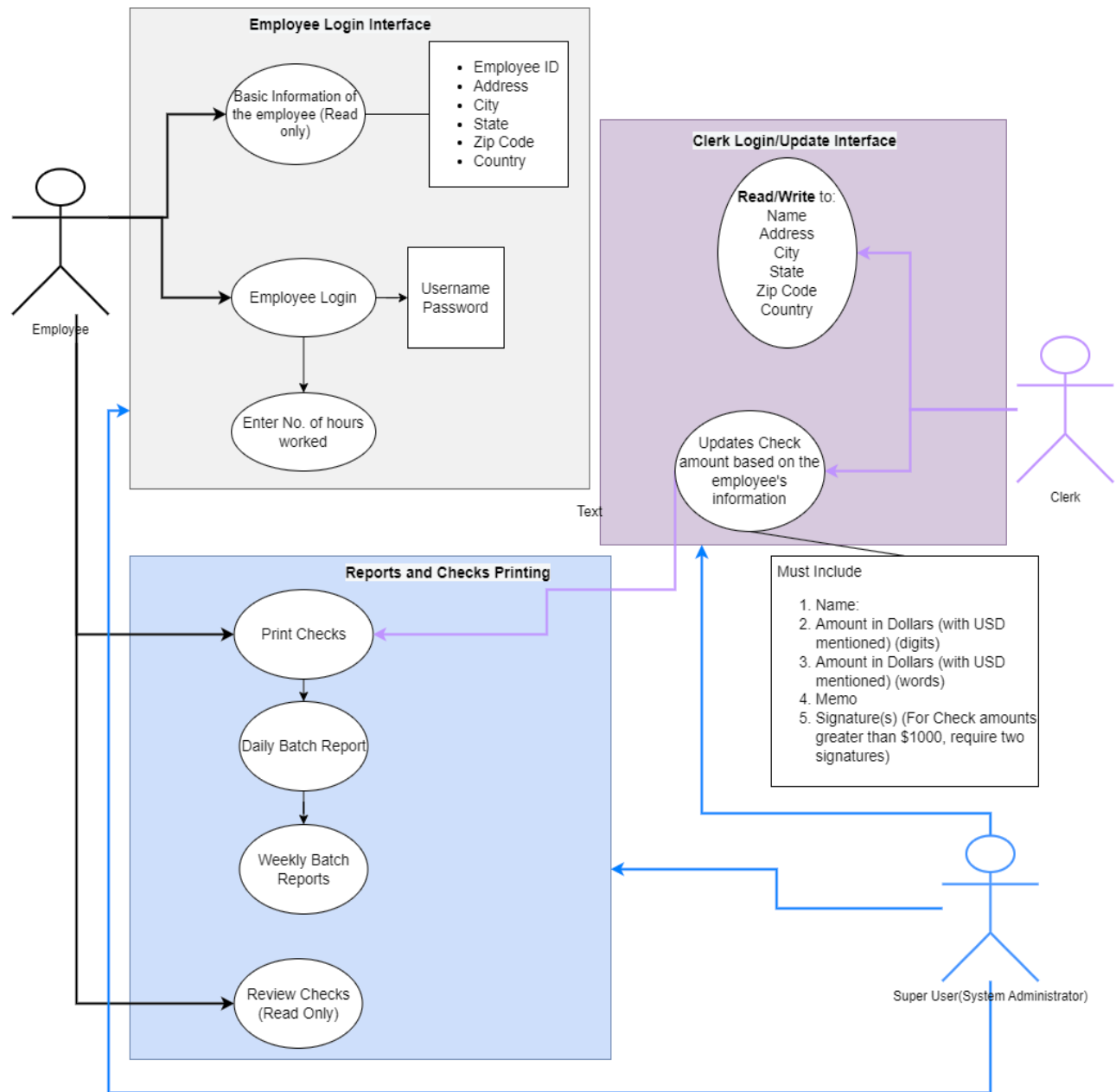
9 Use Cases

9.1 Use Case Table

Use Case ID	Use Case Name	Main Actor
1	Employee (User) Login	Employee
2	Enter Number of hours	Employee
3	Update Employee Information (Read/Write)	Clerk
4	Update Checks	Clerk
5	Print Checks	Employee
6	Batch Reports (Daily/Weekly)	Super User
7	Review Checks	Employee

Super User – System Administrator oversees the entire system's operations.

9.2 Use Case Diagram (Account Payable System – ABC Ltd.)



10 Documentation

The related documents for this Accounts Payable System are:

1. ABC Ltd. Project Plan
2. Use Case Analysis
3. Revenue Model
4. Organizational Structure

11 Revision History

This Requirement document has been revised on the following dates based on the discussion with the client and the team:

Date	Version	Description
10/25/2022	1.0	Creation of Document
11/01/2022	1.1	Modifications to the System requirements
11/06/2022	1.2	Modifications to the Use cases

12 Review

This Requirement document has been reviewed weekly to ensure all the details and the requirements are gathered and documented.

The review standards, non-conformances, follow-up actions, trend analysis and feedback were all documented and is to be further done for each phase of the SDLC.

Review Minutes has been attached.

For further Specific Requirements Specifications document, the review plan will be discussed with the team and planned.

13 Approvals

Approved by: XXXXXX
Signature: _____

Date: _____

Approved by: XXXXXX
Signature: _____

Date: _____

14 Appendix A

Following is a list of acronyms used throughout the document:

- ◇ AP - Accounts Payable
- ◇ GL - General Ledger
- ◇ USD - US Dollars (\$)
- ◇ SSN - Social Security Number
- ◇ GB – Gigabytes
- ◇ RAM – Random Access Memory
- ◇ ID – Identification
- ◇ SDLC – System Development Life Cycle