

# **REQUIREMENT ANALYSIS**

<b>Date</b>	<b>01-11-2025</b>
<b>Team ID</b>	<b>NM2025TMID01717</b>
<b>Project name</b>	<b>Calculating Family Expenses Using Service Now</b>

## **Introduction:**

The requirement gathering phase is one of the most important parts of the project.

In this phase, our team identified and listed all the needs of the system before starting the actual design and development.

The main goal is to clearly understand **what the “Calculate Family Expenses” system should do and how it should perform** on the ServiceNow platform.

## **Objectives of this Phase:**

- To identify the functional and non-functional requirements of the system.
- To understand what users (family members and admin) need from the application.
- To create a clear list of system features and data requirements.

## **Types of Requirements:**

You'll include **two main types:**

### **A. Functional Requirements (What the system will do):**

#### **1. Expense Entry:**

- The system must allow users to add daily expenses using a custom form.
- Each record should include date, amount, category, and description.

## 2. Expense Storage:

- The system should store all records in the **Daily Expense Table**.

## 3. Monthly Summary:

- The system should automatically calculate and display total monthly expenses in the **Family Expenses Table**.

## 4. Budget Setup:

- Admin should be able to set a monthly budget limit.

## 5. Dashboard and Reports:

- The system must generate visual charts showing expenses by category and month.

## 6. User Roles:

- Admin (family head) can view all data and manage budgets.
- Family members can add and view their own expenses.

## 7. Data Validation:

- The system should ensure that all required fields are filled before saving a record.

## B. Non-Functional Requirements (How the system should work):

These describe the **quality and performance** of the system.

Examples for your project:

### 1. Usability:

- The system should be simple and easy to use for all family members.

### 2. Performance:

- The system should quickly save and retrieve expense data.

### 3. Reliability:

- Data should be stored safely and remain available at all times.

**4. Security:**

- Only authorized users (family members) should have access.

**5. Scalability:**

- The system should handle data for multiple months or years.

**6. Maintainability:**

- It should be easy to update or add new features in the future.

## **System Requirements (Hardware & Software Needs):**

Type	Requirement
------	-------------

**Hardware** A laptop or desktop computer with stable internet connection

**Software** Web browser (Chrome/Edge)

**Platform** ServiceNow Developer Instance

**Tools** Flow Designer, Dashboard/Reports

**Users** Admin (family head) and Family Members

## **Outcome of Requirement Analysis Phase:**

After collecting and analyzing all requirements, the team now has a clear understanding of what features the Family Expense Management system must include.

These requirements will serve as the foundation for the next stage — **the Design Phase** — where the structure and interface of the system will be created.