Timesheets Web App
Product Requirements Document

Part I

Problem We Are Trying to Solve
This project addresses the need for a streamlined and efficient method of tracking time in the professional world.

Value Proposition and Marketing Statements
None.

Solution Summary
Create a user-friendly platform for employees to record their work hours and employers to gain insights into the hours recorded for specific tasks.

Part II

Functional Requirements
1. Create a Time Tracker page.
    a. Create a form with the following form fields:
        i. Summary
        ii. Project
            1. A dropdown of all projects.
        iii. Date
        iv. Time Start
        v. Time End
    b. Display a table with all time entries.
        i. This table should have the following columns:
            1. Summary
            2. Project
            3. Date
            4. Time Start
            5. Time End
            6. Actions
                a. Delete
                    i. When clicked, the time entry will be deleted.
        ii. This table should allow for inline editing that saves immediately after any change is made.
2. Create a Projects page.
    a. Display a button that will allow the user to create a new project.
        i. When clicked, open a dialog with a "Name" form field and a button that will create the project.
    b. Display a table of all projects created with the following columns:
        i. Name
        ii. Total hours tracked
3. Create a Users page.
    a. Display a button that will allow the user to create other users.
        i. When clicked, open a dialog with "Name" and "Email Address" form fields and a button that will create the user.
    b. Display a table of all users within the tenant with the following columns:
        i. Name
        ii. Email Address
        iii. Actions
            1. Delete
                a. When clicked, the user will be deleted.
4. Create a Create An Account page
    a. This page will have the following form fields:
        i. Email Address

          ii. Password

          iii. Confirm Password

5. Create a Log In page.
   a. The Log In page will have the following form fields:
      i. Email Address
      ii. Password
   b. A "Forgot password?" link will navigate the user to the Reset Password page.
   c. After successfully authenticating, the user may be navigated to the Time Tracking page.
6. Create a Reset Password page.
   a. The Reset Password page will have the following form fields:
      i. Email Address
   b. Once the user submits the form, an email will be sent to the email address provided, with the following template:
      i. Subject: "Bay Valley Tech Timesheets – Password Reset"
      ii. Content: "You've requested that the password be reset for your account. To reset your password, copy and paste this link:" followed by the password reset link.
7. Create a Confirm Reset Password page.
   a. If a user copy-pastes a reset password link via email, the user should be redirected to this page, with the following form fields:
      i. Password
      ii. Confirm Your Password
   b. Passwords should enforce the following criteria:
      i. Passwords must be at least 12 characters in length
      ii. Passwords must include a special character
      iii. Passwords cannot include any of the following strings (regardless of case):
         1. "password"
         2. "123"
         3. "1234"
         4. "12345"
         5. "123456"

Technical Requirements and Constraints
1. This interface must be mobile-friendly. Consider a mobile-first design approach.
2. All deletes must be a soft delete, not a hard delete.
3. All records (time entries, projects, users, etc.) must be created within a tenant / workspace.
4. All CRUD operations must be logged in an audit trail.
   a. For example, if an employee updates a time entry, that action must be logged and stored in a way that allows a user to search for that audit record.

Key Assumptions

- None.

Scope Prioritization

Item	MVP	MCP	Future	Constraint/Description
RBAC		x		
Employee Dashboard		x		
Time entry approval workflow		x		
Workspace management		x		
Reporting and analytics for employers		x		
Export time entries to CSV		x		
Calendar view			x	
Export time entries to Excel, with configurable columns			x	
Third-party payroll integrations			x	
Create a web API for third-party integrations			x	
Audit trail search			x	

Wireframes

None.