|  |  |  |  |
| --- | --- | --- | --- |
|  | **Prepared By / Last Updated By** | **Reviewed By** | **Approved By** |
| **Name** | Cognizant Academy |  |  |
| **Role** |  |  |  |
| **Signature** |  |  |  |
| **Date** |  |  |  |

**Freelance Hire Website**

**Business Requirements Document**

**V 1.0**

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# 1.0 Introduction

## 1.1 Purpose of this document

This document is aimed at:

* Providing the necessary inputs to the detailed requirements gathering phase and further on for the SDLC processes.
* This document also serves to establish the traceability between the Business Objectives and the requirements identified in the proposed solution and how they satisfy the stated objectives.
* Provide expectation traceability in terms of the requirements and the user expectation
* Serves as a formal template for documenting the Business Requirements which also includes statutory and regulatory requirements.

The purpose of this document is to systematically capture the requirements of the project and the system to be developed. The document also captures the Functional requirements and serves as an input for the scope of project

## 1.2 Project Overview

### 1.2.1 Objectives

Below are the objectives that shall be fulfilled post the execution of this project:

* User/Freelancer registration & credential authentication.
* Admin registration & credential authentication.
* Updation and Maintenance of project details by the Admin.
* Addition or updation of Skills by Freelancer.
* Filtering projects based on Skills by Freelancer.
* Submission of proposal by Freelancer if skills match.
* Viewing proposals on the project and accepting proposal by Admin.
* Viewing of the submitted proposal status by Freelancer.

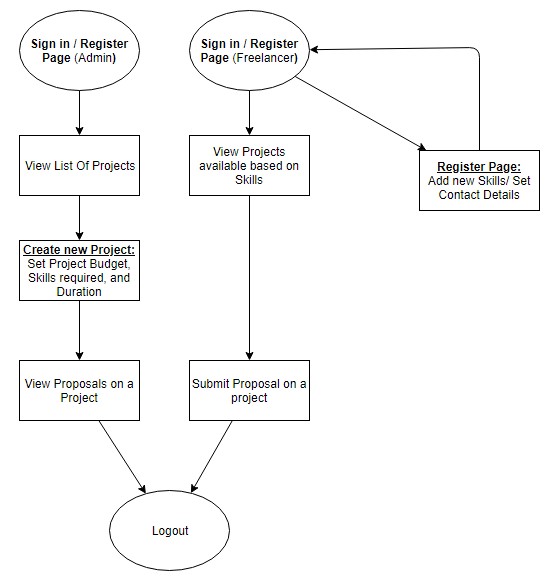
## 

## 1.3 Intended Audience

* Interns/Project Team
* Mentors and SME’s
* Delivery assurance/excellence group

# 2.0 Process Architecture

Below is the overall functional flow of the project including the components of interaction



# 3.0 High Level Business Requirements

Note - Primary focus is to complete developing the critical requirements (highlighted in Yellow) and then to proceed with the remaining requirements.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **S.No.** | | **Business Requirement ID** | | | **Short Description** | | | | | | | |  | | **Description in detail** | | | | | | | | | | |  | **Interacting**  **Business**  **Processes** |
| 1 |  |  | Req\_1 |  |  | Admin Registrati | | | | | | | on |  |  | Ability of the system to | | | | | | | |  | |  |  |
|  |  | | | | | | |  | procure the fundamental | | | | | | | | |  |
| details of the admin | | | | | |  | | |
|  | | | | | |
| 2 | |  | Req\_2 |  |  | Admin | |  | | | | |  | |  | Ability of the system to | | | | | | | |  | |  |  |
|  | Authentication | | | | |  | | authenticate the admin | | | | | | | |
|  | | | | | credentials of the | | | |  | | | |
| registered admin | | | |
| 3 |  |  | Req\_3 |  |  | User Registration | | | | | | |  | |  | Ability of the system to | | | | | | | |  | |  |  |
|  |  | | | | | | | procure the fundamental | | | | | | | | |  |
| details of the user | | | | |  | | | |
|  | | | | |
| 4 |  |  | Req\_4 |  |  | User |  | | | | | |  | |  | Ability of the system to | | | | | | | |  | |  |  |
|  | Authentication | | | | |  | | authenticate the use | | | | | | | r |
|  | | | | | credentials of the | | | |  | | |
| registered user | | |  |
| 5 | |  | Req\_5 |  |  | Project Details | | | | |  | |  | |  | Ability of the system to | | | | | | | | a | |  |  |
|  |  | | | | | procure the details of | | | | | | | |
| project |  | | | | | | |
| 6 | |  | Req\_6 |  |  | Proposal Submit | | | | | |  |  | |  | Ability of the system to | | | | | | | | a | |  |  |
|  |  | | | | | | procure the details of | | | | | | | |
| proposal submission | | | | | | |  |
| 7 |  |  | Req\_7 |  |  | Proposal | | |  | | | |  | |  | Ability of the system to | | | | | | | |  | |  |  |
|  | Processing | | | |  | | | process the submitted | | | | | | | |
|  | | | | Proporsal. | |  | | | | | |
| 8 |  |  | Req\_8 |  |  | Proposed Project | | | | | | |  | |  | Ability of the system to | | | | | | | |  | |  |  |
|  | details | |  | | | | | display the Proposed | | | | | | |  |
|  | | Project status to the User | | | | | | | | | |

# 

# 4.0 Detailed Business Requirements

## 4.1 Functional Requirements

The functional requirements are charted for each of the high level requirements called out in the earlier section:

Additionally, the following elements are captured for each business requirement in the table provided next page:-

\* Req. Type = (F Core Functionality, E Exception, UI User Interface, R Reporting)

\*\* Priority of Requirement = (1=Base Functionality, 2=Advanced Functionality,

3=Additional Opportunities)

\*\* Originator = (Name of the business process of the system/ department or function

name in the customer organization)

The Requirements in this document are prioritized as follows:

|  |  |  |
| --- | --- | --- |
| **Value** | **Rating** | **Description** |
| 1 | Critical | This requirement is critical to the success of the project. The project will not be possible without this requirement. |
| 2 | High | This requirement is high priority, but the project can be implemented at a bare minimum without this requirement. |
| 3 | Medium | This requirement is somewhat important, as it provides some value but the project can proceed without it. |
| 4 | Low | This is a low priority requirement, or a “nice to have” feature, if time and cost allow it. |
| 5 | Future | This requirement is out of scope for this project, and has been included here for a possible future release. |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Req. #** | **Rationale Categorization** | **Business Requirement** | **Req.**  **Type**  **\*** | **Priority \*\*** | **Originator**  **\*\*\*** | **BR Traced to Business**  **Requirement**  **/ Use case ID** | **Impacted Stakeholders** |
| Req\_  1.1 | Admin  Registration | When the admin clicks on Admin Registration link, it should re-direct to registration form | F | Critical | NA | Req\_1 |  |
| Req\_  1.2 | Admin  Registration | Admin needs to fill some of the basic attributes/fields as mentioned below in the requirement: First Name, Last  Name, Contact Number,  Email, Password | UI | Critical | NA | Req\_1 |  |
| Req\_  1.3 | Admin  Registration | Clicking ‘Submit’ should validate the datatype constraints for each field | F | Critical | NA | Req\_1 |  |
| Req\_  1.4 | Admin  Registration | Admin failing to provide information on the mandatory fields be provided with an alert message – ‘Please update the highlighted mandatory field(s).’ Also, highlight the missed out field in red | E | Medium | NA | Req\_1 |  |
| Req\_  1.5 | Admin  Registration | Post-successful field level validation, save the information in the database | F | Critical | NA | Req\_1 |  |
| Req\_  1.6 | Admin  Registration | Upon saving the information in the database, display the message ‘Your details are submitted successfully’. | UI | Medium | NA | Req\_1 |  |
| Req\_  2.1 | Admin Credential Authentication | A registered admin – is able click ‘Admin Login’ link, after keying in ‘Email’ & ‘Password’ field and get his credentials authenticated with the existing database entry. | F | Critical | NA | Req\_2 |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Req. #** | **Rationale Categorization** | **Business Requirement** | **Req.**  **Type**  **\*** | **Priority \*\*** | **Originator**  **\*\*\*** | **BR Traced to Business**  **Requirement**  **/ Use case ID** | **Impacted Stakeholders** |
| Req\_  3.1 | User Registration | When the User clicks on User Registration link, it should redirect to User registration form | F | Critical | NA | Req\_3 |  |
| Req\_  3.2 | User Registration | User needs to fill some of the basic attributes/fields as mentioned below in the requirement: First Name, Last  Name, Contact Number,  Email, Password | UI | Critical | NA | Req\_3 |  |
| Req\_  3.3 | User Registration | User needs to select his Skills from available checkboxes | UI | Critical | NA | Req\_3 |  |
| Req\_  3.4 | User Registration | Clicking ‘Submit’ should validate the datatype constraints for each field | F | Critical | NA | Req\_3 |  |
| Req\_  3.5 | User Registration | Users failing to provide information on the mandatory fields be provided with an alert message – ‘Please update the highlighted mandatory field(s).’ Also, highlight the missed out field in red | E | Medium | NA | Req\_3 |  |
| Req\_  3.6 | User Registration | Post-successful field level validation, save the information in the database | F | Critical | NA | Req\_3 |  |
| Req\_  3.7 | User Registration | Upon saving the information in the database, display the message ‘Your details are submitted successfully’. | E | Medium | NA | Req\_3 |  |
| Req\_  4.1 | User Credential Authentication | A registered user – is able click ‘User Login’ link, after keying in ‘Email’ & ‘Password’ field and get his credentials authenticated with the existing database entry. | F | Critical | NA | Req\_4 |  |
| Req\_  5.1 | Project Details | After successful login, admin should be able to view list of all projects they have made, and status of projects. | UI | Critical | NA | Req\_5 |  |
| Req\_  5.2 | Project Details | On clicking name of any project, admin should be able to view status of project and list of proposals on that project | UI | Critical | NA | Req\_5 |  |
| Req\_  5.3 | Project Details | A logged in admin, after clicking the new project link, should be redirected to a form that procures project details mentioned below – ‘Project Name’, ‘Duration’, ‘Budget’,  ‘Skills’ | UI | Critical | NA | Req\_5 |  |
| Req\_  5.4 | Project Details | Admin should be able to select skills from checkboxes | UI | Critical | NA | Req\_5 |  |
| Req\_  5.5 | Project Details | Clicking ‘Submit’ should validate the datatype constraints for each field. | F | Critical | NA | Req\_5 |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Req. #** | **Rationale Categorization** | **Business Requirement** | **Req.**  **Type**  **\*** | **Priority \*\*** | **Originator**  **\*\*\*** | **BR Traced to Business**  **Requirement**  **/ Use case ID** | **Impacted Stakeholders** |
| Req\_  5.6 | Project Details | Admins failing to provide information on the mandatory fields be provided with an alert message – ‘Please update the highlighted mandatory field(s).’ Also, highlight the missed out field in red | E | Medium | NA | Req\_5 |  |
| Req\_  5.7 | Project Details | Post-successful field level validation, save the information in the database | F | Critical | NA | Req\_5 |  |
| Req\_  5.8 | Project Details | Upon saving the information in the database, display the message ‘Your details are submitted successfully’. | E | Medium | NA | Req\_5 |  |
| Req\_  6.1 | Proposal Submit | After successful login, user should be able to view list of projects available based on Skills. Option to view complete list should also be there. | UI | Critical | NA | Req\_6 |  |
| Req\_  6.2 | Proposal Submit | A logged in user, after viewing list of projects, on clicking a Project Name should be able to view all project details mentioned below – ‘Project Name’, ‘Duration’,’Budget’,’Skills’ | UI | Critical | NA | Req\_6 |  |
| Req\_  6.3 | Proposal Submit | If the skills of the project match the skills of current logged in user, Submit Proposal button should be enabled. | UI | Critical | NA |  |  |
| Req\_  6.4 | Proposal Submit | After submission of a proposal, save the details in the database. | F | Critical | NA | Req\_6 |  |
| Req\_  6.5 | Proposal Submit | Upon saving the information in the database, display the message ‘Your details are submitted successfuily’ | E | Medium | NA | Req\_6 |  |
| Req\_  7.1 | Proposal Processing | A logged in Admin should be able to view the proposals for the project created. | F | Critical | NA | Req\_7 |  |
| Req\_  7.2 | Proposal Processing | Admin should be able to view  the User details / Skillset if the Proposal is made | F | Critical | NA | Req\_7 |  |
| Req\_  7.3 | Proposal Processing | Admin should be able to accept / reject the proposal | F | Critical | NA | Req\_7 |  |
| Req\_  7.4 | Proposal Processing | The status of the Proposal should be updated in the database and it should be reflecting in both Admin and User pages | F | Critical | NA | Req\_7 |  |
| Req\_  7.5 | Proposal Processing | Successfully updated message should be displayed | E | Medium | NA | Req\_7 |  |
| Req\_  8.1 | Proposed Project details | User should be able to view the Proposed Project details and Status when the Proposed Project link is clicked. | UI | Critical | NA | Req\_8 |  |

# 5.0 References

## 5.1 Table 1.0 – Admin Details

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Field**  **Name** | **Field Type** | **Data Type** | **Mandatory** | **Possible Values** |
| First  Name | Text(10) | Alphabetic | Yes |  |
| Last  Name | Text(10) | Alphabetic | Yes |  |
| Email | Text(30) | Alphabetic | Yes |  |
| Contact Number | Text(10) | Numeric | Yes |  |
| Password | Text(10) | AlphaNumeric | Yes |  |
| AdminID | Autogenerated(5) | Numeric | Yes | Non-  editable system  generated text |

## 

## 5.2 Table 2.0 – User Details

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Field**  **Name** | **Field Type** | **Data Type** | **Mandatory** | **Possible Values** |
| UserID | Autogenerated(5) | Numeric | Yes | Non-  editable system  generated text |
| Password | Text(10) | AlphaNumeric | Yes |  |
| Skill Set 1 | Text(10) | Alphabetic | Yes | Skill  Name |
| Skill Set 2 | Text(10) | Alphabetic | No | Skill  Name |
| Skill Set 3 | Text(10) | Alphabetic | No | Skill  Name |
| Skill Set 4 | Text(10) | Alphabetic | No | Skill  Name |
| Skill Set 5 | Text(10) | Alphabetic | No | Skill  Name |
| Skill Set 6 | Text(10) | Alphabetic | No | Skill  Name |
| Skill Set 7 | Text(10) | Alphabetic | No | Skill  Name |
| Skill Set 8 | Text(10) | Alphabetic | No | Skill  Name |
| Skill Set 9 | Text(10) | Alphabetic | No | Skill  Name |
| Skill Set 10 | Text(10) | Alphabetic | No | Skill  Name |
| First  Name | Text(10) | Alphabetic | Yes |  |
| Last  Name | Text(10) | Alphabetic | Yes |  |
| Email | Text(30) | Alphabetic | Yes |  |
| Contact Number | Text(10) | Numeric | Yes |  |
| Password | Text(10) | AlphaNumeric | Yes |  |
|  |  |  |  |  |

## 

## 5.3 Table 3.0 – Project Details

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Field**  **Name** | **Field Type** | **Data Type** | **Mandatory** | **Possible Values** |
| ProjectID | Autogenerated(5) | Numeric | Yes | Non-  editable system  generated text |
| Admin ID | Numeric(5) | Numeric | Yes | Foreign  Key  Reference to Admin  Details  Table |
| Project  Name | Text(20) | Alphabetic | Yes |  |
| Project Duration | Numeric(2) | Numeric | Yes |  |
| Skill Set 1 | Text(10) | Alphabetic | Yes | Skill  Name |
| Skill Set 2 | Text(10) | Alphabetic | No | Skill  Name |
| Skill Set 3 | Text(10) | Alphabetic | No | Skill  Name |
| Skill Set 4 | Text(10) | Alphabetic | No | Skill  Name |
| Skill Set 5 | Text(10) | Alphabetic | No | Skill  Name |
| Skill Set 6 | Text(10) | Alphabetic | No | Skill  Name |
| Skill Set 7 | Text(10) | Alphabetic | No | Skill  Name |
| Skill Set 8 | Text(10) | Alphabetic | No | Skill  Name |
| Skill Set 9 | Text(10) | Alphabetic | No | Skill  Name |
| Skill Set 10 | Text(10) | Alphabetic | No | Skill  Name |
| Remarks | Text(200) | Alphabetic | No | Additional  Skill set can be |
|  |  |  |  | mentioned here |

## 

## 5.4 Table 4.0 – Skills

## 

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Field**  **Name** | **Field Type** | **Data Type** | **Mandatory** | **Possible Values** |
| Skill  Name | Text(10) | Alphabetic | Yes |  |
| Skill ID | Autogenerated(5) | Numeric | Yes | Non-  editable system  generated text |

## 5.5 Table 5.0 – Project Skills

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Field**  **Name** | **Field Type** | **Data Type** | **Mandatory** | **Possible Values** |
| Project ID | Numeric(5) | Numeric | Yes | Foreign  Key  Reference to Project  Details  Table |
| Skills ID | Numeric(5) | Numeric | Yes | Foreign  Key  Reference to Skill  Details  Table |

## 

## 6.1 Table 6.0 – User Skills

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Field**  **Name** | **Field Type** | **Data Type** | **Mandatory** | **Possible Values** |
| User ID | Numeric(5) | Numeric | Yes | Foreign  Key  Reference to User  Details  Table |
| Skills ID | Numeric(5) | Numeric | Yes | Foreign  Key  Reference to Skill  Details  Table |

## 6.2 Table 6.0 – Proposed Project

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Field**  **Name** | **Field Type** | **Data Type** | **Mandatory** | **Possible Values** |
| Admin ID | Numeric(5) | Numeric | Yes | Admin ID |
| ProjectID | Autogenerated(5) | Numeric | Yes | ProjectID |
| User ID | Numeric(5) | Numeric | Yes |  |
| Budget | Numeric(10) | Numeric | Yes |  |
| Proporsal Date | Text(10) | Alpha numeric | Yes |  |
| Proporsal Status | Text(10) | Alphabetic | Yes | Accepted  Rejected  Submitted |

# 6.0 Terms & Conditions

Interns shall be solely responsible for all its acts and omissions under this program.

Interns will comply at all times with all applicable laws. Interns shall not use Cognizant’s name, logo and trademark in any promotional materials or other communications with third parties without the prior written consent of Cognizant. Any materials used by interns in relation to program will not infringe the copyrights, trademarks, patents, trade secrets or other intellectual property rights, privacy or similar rights of any person or entity. Interns agrees not to post, draw, make, display any content that is threatening, libelous, obscene, defamatory, abusive, pornographic, or advocates/encourages any conduct that could constitute a criminal offence or give rise to any civil liability. Cognizant its associates’ personal details including but not limited to name, address, contact number shall not be shared or forwarded to any third party, without prior written consent of Cognizant, its associates. All intellectual property provided by Cognizant as part of program shall be owned exclusively by Cognizant. Intern shall indemnify, defend and indemnify Cognizant its associates, officers, directors from and against any claims, demands, loss, damage, liability, causes of action, judgments, or costs and expenses of every nature (including attorney’s fees and expenses) incurred by Cognizant based on any claim that any breach of terms and conditions of this program.

# 7.0 Change Log

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Version Number** | **Changes Made** | | | |
| V1.0.0 | Initial baseline created on 31st January 2019 by Shubhendu Mishra(736988) | | | |
|  |  | | | |
| **Section No.** | **Changed By** | **Effective Date** | **Changes Effected** |
|  |  |  |  |