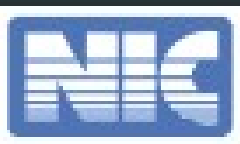
UNIFIED STATE PORTAL
GOVERNMENT OF ASSAM

NATIONAL INFORMATICS CENTRE



NATIONAL INFORMATICS CENTRE, ASSAM
MINISTRY OF ELECTRONICS & IT

Functional Requirement Specifications for Sharing

Version 0.1
Web Development Cell

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1. User Requirements

A user may require uploading or publishing of documents from any office/site. The document may be shared to one or many destination sites.

Origin	Sharing
Department Websites	Unified State portal
Sub-organisation Websites	Unified State portal
District Websites	Unified State portal
Unified State portal	Department Websites
Unified State portal	Sub-organisation Websites
Unified State portal	District Websites

Viewers who have come to the site to search for documents may seek the information in a department site, sub-site or the State Portal. They may search for required documents using keywords or Meta data.

2. Functional Requirements

A. Sharing Documents of USP with Other Websites

1. The system should provide a mechanism for sharing documents of USP with other websites.
2. Only those users with sharing privileges to documents should be allowed to share a document.
3. User should be able to select the destinations for which document is shared. It may be shared to other Department / Sub- Department/ District websites, etc.
4. User should be able to share documents while uploading the documents.
5. By default the document should be shared to no one while uploading.
6. In case of multiple uploads there should be a mechanism where the user can share some or all of the documents uploaded.
7. There should be a provision for sharing the documents which are already published in the USP website.
8. There should be separate workflow for sharing the document if content creator, reviewer and publisher do not have the privilege for sharing.
9. There should be mechanism for withdrawal of sharing a document from all or some of the destination sites. The workflow for withdrawal should be the same as that of sharing the document.
10. Proper guidelines should be provided in the screen while sharing the document.
11. The alert or notification should be sent to the department/websites where the document is shared.

12. The destination website user should be notified that any changes in the document can only be done by the document owner and whenever there is change in the document the same will reflected in the shared document also.
13. The destination user should not be allowed to make any changes in the document.
14. The destination website user may not accept the sharing; in that case the document in destination should be in unpublished state.
15. In case of failure, the system should notify the document user and admin through email and messages.
16. The system should generate various reports on the sharing statistics, like no. of documents shared, etc.

B. Sharing Documents of Other Websites with USP

1. The system should provide a mechanism for sharing a document of other website with USP.
2. The other websites may mention the websites (Department / Sub- Department websites, District websites, etc.) for which it is shared.
3. The USP may accept or reject the documents shared by other websites. In both the cases the USP should alert/ notify the concerned website who shared the documents.
4. In case of acceptance of shared document the USP will alert/notify the websites for which the document is shared.
5. The USP will have privilege to select the document category in which the shared document to be published
6. There should be mechanism for withdrawal of shared document from USP. In case of withdrawal of shared document the USP will alert/notify the websites for which the document was shared.
7. Proper guidelines should be provided in the screen while sharing the document.
8. The destination website user should be notified that any changes in the document can only be done by the document owner and it will reflect any changes if done.
9. The USP should not be allowed to make any changes in the document.
10. In case of failure, the system should notify the concerned website through email and messages.
11. The system should generate various reports on the sharing statistics, like no. of documents shared, etc.

C. Sharing Content of USP with other Portals

1. The system should provide a mechanism for sharing contents of USP with other websites.
2. Only those users with sharing privileges to content should be allowed to share content.
3. User should able to select the destinations where the contents need to be shared. It may be shared to other Department / Sub- Department websites, District websites, etc.
4. By default the contents should be shared to no one.
5. There should be a provision for sharing the contents which is already published in the website.
6. In case of multi level contents USP should be able to share particular content of a specific level with other websites.

7. The workflow for granting permission for sharing content should be same as the workflow for publishing the content.
8. The destination website user may not accept the sharing; in that case the content in destination should be in unpublished state.
9. There should be mechanism for withdrawal of shared content from all or some of the destination sites. There should be alert to the users of the shared content at least 24 hrs before actual withdrawal of sharing. The time for alerting the user should be configurable.
10. The workflow for granting permission for withdrawal of sharing should be the same as that of sharing the content.
11. Proper guidelines should be provided in the screen while sharing the content.
12. The alert or notification should be sent to the department user/websites where the content is shared. The destination website user should be notified that any changes in the content can only be done by the content owner and any changes by the content owner at the source content will be reflected in this shared content.
13. The alert or notification should be sent to the department user/websites whenever there is any change in the source content by the owner.
14. In case of failure, the system should notify the content owner/ destination site through email and messages.
15. The system should generate various reports on the sharing statistics, like no. of content shared with different sites, etc.

D. Sharing Content of other Portals with USP

1. The system should provide a mechanism where other department/ sub-department/ district portal can request USP for sharing the content of their website in USP.
2. The USP will have option for accept or reject the sharing request. There should be alert/ notification to the content owner in both the cases, i.e accept or reject.
3. The USP will also have privileged to select the section in which the shared content to be published.
4. The USP should be able to withdraw a particular shared content from the USP sites.
5. There should be alert/notification to the owner of the shared content from USP in case of making the shared content invisible in the USP site.
6. Proper guidelines should be provided in the screen while sharing the content.
7. The alert or notification should be sent to the USP whenever there is any change in the source content by the owner, i.e department/sub-department/ district.
8. In case of failure, the system should notify the document user/owner both through email and messages.
9. The system should generate various reports on the sharing statistics, like no. of documents shared, etc.

E. Sharing Images between USP and other websites

1. The system should provide a mechanism where USP and other department/ sub-department/ district portal can make any photo in their gallery sharable with other.
2. The images shared should be able to download by any other site for use in their website.

3. Non Functional Requirements

1. The system should be able to share documents, contents, images such that the content and properties of the documents are not degraded.
2. The interface used for document exchange system should be made simple and intuitive.
3. Context Help should be available for each step.
4. Tooltips to be made available for each field.
5. The sharing should be fast.
6. Document sharing should be secured.

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