

PRODUCT BACKLOG

The NSS website will allow users to log into the system, submit or endorse forms and access issued forms anywhere in the country under secured measures.

National Service Personnel

1. As a national service personnel, I want to login into the system so I can fill and submit forms.
2. As a national service personnel, I want to submit forms to my supervisor so it can be endorsed.
3. As a national service personnel, I want to access issued forms from the NSS administration so I can fill and submit them to my supervisor.

Supervisors

1. As a supervisor, I want to log into the system so I can endorse forms.
2. As a supervisor, I want to get a profile of a personnel who submits his or her forms so I can verify his or her identity and performance.
3. As a supervisor, I want to return endorsed forms back to the national service personnel so it can be submitted to the NSS administration.
4. As a supervisor, I want to endorse forms using an electronic signature and specially generated one time-use QR codes and Bar-codes which will be sent to the NSS administration to help with verification and authentication.

NSS Administration

1. As the NSS administration, I want issue forms at the end of the month so that it can be filled by NSS personnel.
2. As the NSS administration, I want to check if the signature, QR codes and Bar-codes on the endorsed forms submitted by the personnel corresponds with the ones automatically sent to me during the endorsement by the supervisors so that I can verify and authenticate the endorsed forms submitted by personnel.
3. As the NSS administration, I want to access the records of each personnel so I can check for discrepancies.

4. As the NSS administration, I want to make manual additions to the database so that I can cater to personnel with internet access issues.

Non- Functional Requirements.

1. As a personnel, I want to be notified on forms yet to be submitted so that I can fill and submit them on time.
2. As a personnel, I want to view endorsed forms so I can see my overall assessment and make improvements.
3. As a supervisor, I want to be notified of forms pending endorsement so that I don't delay a personnel's payment because I was late.
4. As a supervisor, I want the profile of personnel to have a list of endorsed forms so I avoid discrepancies.
5. As a supervisor, I want the endorsed forms returned to personnel to not be edited so that their original assignment is submitted to the NSS administration.
6. As the NSS administration, I want each supervisor to login using high end security measures such as using their emails, a unique ID and answering some questions they were originally asked when they were creating their IDs so that I can ensure the validity and safety of the system.
7. As the NSS administration, I want a copy of the QR codes and Bar-codes generated by the supervisors for each endorsement to be sent to me so that I can validate the forms for payment.
8. As the NSS administration, I want an captured image of the supervisors as they endorse each form so that I can further verify their identity.

Glossary

Personnel: Graduate students working under the national service scheme.

Supervisors: The superiors monitoring the personnel at work.

NSS administration: National Service Scheme Administration.

Endorsed forms: Forms that have been approved by supervisors

Bar-codes: barcodes are a method of representing data in a visual, machine-readable form.

QR codes: QR codes contain data for a locator, identifier, or tracker that points to a website or application.