**Requirements Traceability Matrix**

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| **PROJECT: BTF system** | **PROJECT MANAGER: Mrs Saba** |
| **CREATED BY: Karak Team** | **LAST UPDATED BY:** **Fatema Naser** |
| **DATE CREATED: 2/11/2022** | **DATE LAST UPDATED: 22/12/2022** |

Note: For the Matrix below, fill only first 4 columns till Type Functional or Non-Functional column. Keep the Remaining column blank

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| **No.** | **Source** | **Description**  **Follow the PIECES Framework** | **Type**  **Functional**  **Non Functional** | **Knowledge** | **Processes** | **Communication** | **Priority**  **H/M/L** | **Difficulty**  **H/M/L** | **Status** |
| 1 | Project  brief | Customized dashboard for each user | F |  |  |  |  |  |  |
| 2 | Project  brief | Store, process and maintain data on overall projects, donors and volunteers including reports, surveys and agreements | NF |  |  |  |  |  |  |
| 3 | Project  brief | Automate communication with donors and volunteers and the selection in regard to urgent cases | NF |  |  |  |  |  |  |
| 4 | Project  brief | Make use of the ethernet tcp/ip network | NF |  |  |  |  |  |  |
| 5 | Project  brief | Contains a database management system and an ADE | NF |  |  |  |  |  |  |
| 6 | Project  brief | Automates business processes to increase efficiency. Discards repetitive tasks | NF |  |  |  |  |  |  |
| 7 | Project  brief | Handles multiple types of users | NF |  |  |  |  |  |  |
| 8 | Project  brief | Users register to their accounts on web portal | F |  |  |  |  |  |  |
| 9 | Project  brief | Each user has a unique username and password | NF |  |  |  |  |  |  |
| 10 | Project  brief | Verifies user credentials by contacting admin | NF |  |  |  |  |  |  |
| 11 | Project  brief | Sends email to confirm registration | NF |  |  |  |  |  |  |
| 12 | Project  brief | Display current and urgent projects with suggestive list of donors and volunteers for the employees | F |  |  |  |  |  |  |
| 13 | Project  brief | Contains a form to add a new project | F |  |  |  |  |  |  |
| 14 | Project  brief | Contacts project manager to approve projects | NF |  |  |  |  |  |  |
| 15 | Project  brief | Contains and displays active, completed and rejected projects | F |  |  |  |  |  |  |
| 16 | Project  brief | Search and filter projects by using different search criteria | F |  |  |  |  |  |  |
| 17 | Project  brief | Create a sponsorship package | NF |  |  |  |  |  |  |
| 18 | Project  brief | Create a marketing opportunity | NF |  |  |  |  |  |  |
| 19 | Project  brief | Communicate through email, whatsapp message, SMS | NF |  |  |  |  |  |  |
| 20 | Project  brief | Donors can make partial or full payments | F |  |  |  |  |  |  |
| 21 | Project  brief | System checks on interested donors and send required information and a status update | F |  |  |  |  |  |  |
| 22 | Project  brief | Sends thank you emails for donations | F |  |  |  |  |  |  |
| 23 | Project  brief | Stores new donors in a donor database | NF |  |  |  |  |  |  |
| 24 | Project  Brief | Fetch and compile volunteer data | NF |  |  |  |  |  |  |
| 25 | Project  brief | Filter volunteers as per project requirements | NF |  |  |  |  |  |  |
| 26 | Project  brief | Check volunteer availability – call/text | F |  |  |  |  |  |  |
| 27 | Project  brief | Store, keep data for volunteers that wish to stay on communication channels | NF |  |  |  |  |  |  |
| 28 | Project  brief | Sends appreciation certificates to completed volunteers | F |  |  |  |  |  |  |
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