

Requirements Document, Software Engineering project

HR Tool Interne Positionsvermittlung

Business Purpose

The tool/portal will facilitate the movement of the employees of the University internally. In order to do get rid of the manual system of writing mails to the HR department for switching positions of employment within the university, the **HR Tool Interne Positionsvermittlung**, will be a web based portal (hereon referred to as **portal**) providing employees a platform to share their profiles with Professors and other potential Job Providers (referred to as Job Providers / recruiter hereon) within the university.

Project Scope

Employees looking for a switch (referred to as Job Seekers hereon) will be redirected from the “HR Internal Positioning Page” on the University website to the portal. They can register on the portal as well as insert and update their basic employment profile information. Job Providers looking for the candidates of particular categories, after approval from the administrator, can search through the corresponding job category pool , look into the submitted profiles within that category and select and contact the best candidate who fit(s) the role.

Client

Miss Laura Schumm,

Coordination of Internal HR-Relocation at Universität des Saarlandes

Developers

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Tutor

Peter Tikhonov (Week 1 & 2), Alyona Morozova

Must have features

| Requirements | Priority | Functional (F) / Non Functional(NF) |
|--|----------|-------------------------------------|
| 1. The portal must allow only university members within UdS network to register and login to the portal. | 1 | NF |
| 2. The portal must ensure that the job seeker input all the required fields for registration to succeed. | 1 | F |

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| 3. The portal must ensure that a job seeker will receive an automated email when registration is successful | 1 | F |
| 4. The portal must allow a recruiter to request for access to a specific sector of job seekers by sharing his identity with the admin. | 1 | F |
| 5. The portal must ensure that the admin will receive an automated email when a recruiter requests for access to a sector of job seekers. | 1 | F |
| 6. The portal must allow an admin to manually approve a recruiter from the admin panel and grant him access to a sector. | 1 | F |
| 7. The portal must permit a recruiter to access the profiles of the job seekers in sector he has been granted access to. | 1 | F |
| 8. The portal must permit only an admin to enable/disable a job seeker. | 1 | F |
| 9. The portal must ensure that it won't display the disabled job seeker profiles. | 1 | F |
| 10.The portal content must be available in German language | 1 | F |
| 11. The portal must allow a job seeker to upload a CV (pdf only) apart from the profile registration. | 1 | F |
| 12. The portal must allow a recruiter to download the CV of the job seekers in the sector he has been granted access to. | 1 | F |
| 13. The portal must allow a registered job seeker to edit his profile again if he desires. | 1 | F |
| 14. The portal must allow admin to view all the job seekers. | 1 | F |
| 15.The portal must follow the university color (Blue) scheme. | 1 | F |

May have features

| Requirements | Priority | Functional (F) / Non Functional(NF) |
|--|----------|--|
| 1. The portal may allow an admin to grant access for multiple sectors to a recruiter. | 5 | F |
| 2. The portal may allow a recruiter to inform the admin of the hiring. This will allow the admin to disable the specific job seeker profile. | 4 | F |
| 3. The portal may ensure that access granted to a recruiter be revoked after a certain time. | 2 | F |

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| 4. The portal may allow an admin to revoke the access granted to a recruiter. | 2 | F |
| 5. The portal may allow a job seeker to disable and delete his profile | 3 | F |
| 6. The portal may allow a recruiter to filter the sector based on certain fields. | 4 | F |
| 7. The portal may allow a recruiter to sort the sector based on certain fields. | 3 | F |
| 8. The portal may support forgot password functionality. | 3 | F |
| 9. The portal may support change password functionality. | 4 | F |
| 10. The portal may ask for Terms and Conditions approval during a job seeker registration and while recruiters request for access. | 6 | NF |

Must-not-have features

| Requirements | Functional (F) / Non Functional(NF) |
|---|-------------------------------------|
| 1. The portal must not allow anonymous login. | NF |
| 2. The portal must not allow a job seeker to view other job seekers profile. | F |
| 3. The portal must not allow a recruiter to view other approved recruiters. | F |
| 4. The portal must not allow a job seeker to view the approved recruiters. | F |
| 5. The portal must not allow a recruiter to access the profiles of unauthorized sectors. | NF |
| 6. The portal must not consider all the security parameters while designing the website. | NF |
| 7. The portal must not differentiate the job seekers based on whether they are limited or unlimited contracted. | NF |
| 8. The link to the portal must not be added to the HR page on the university website. | NF |
| 9. The portal must not be accessible outside UdS domain. | NF |
| 10. The portal must not allow an admin to edit the valid profile information of job seekers. | NF |
| 11. The portal must not display the disabled job seeker profiles. | F |

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| 12. The portal will not be integrated with the server by developers. The portal will be a stand alone system | NF |
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Contract Agreement for the Software Engineering project

“HR Tool Interne Positionsvermittlung”

As of May 26, 2017 the client, the developers and the tutor agree to the above enumerated description, classification as well as prioritization of features and deliverables of the concerned software associated with this project. Adjustments to these features must be addressed in a subsequent engineering iteration.

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