**Functional and Non-Functional Requirements Document**

**1. Introduction**

This document outlines the functional and non-functional requirements for the AIESEC Web Application for Local Committees (LCs). The system aims to streamline user management, task allocation, event management, finance tracking, and notifications for AIESEC in Ruhuna.

**2. Functional Requirements**

Functional requirements define the core operations and user interactions within the system.

**2.1 User Management**

* Users (LCP, LCVPs, Team Leaders, Members) must be able to register and log in securely.
* Role-based access control should restrict functionalities based on user roles.
* Users should be able to update personal information and change passwords.

**2.2 Task Management**

* LCP should be able to assign tasks to LCVPs, Team Leaders, and Members.
* Assigned tasks should include a title, description, deadline, priority, and status (To-Do, In Progress, Completed).
* Users should receive email notifications for assigned tasks.
* Users should be able to mark tasks as completed and provide status updates.

**2.3 Event Management**

* Users should be able to create, edit, and delete events.
* Event details should include date, location, description, and required resources.
* Users should be able to upload event-related files (event booklets, guidelines, etc.).
* Event attendance tracking should be available.

**2.4 Finance Management**

* The system should allow generating and tracking invoices for exchange participants.
* Users should be able to record payments and outstanding balances.
* Finance reports should be generated based on transactions.

**2.5 Birthday Management**

* The system should send automatic birthday notifications to the digital team.
* Users should receive reminders about upcoming birthdays within the LC.

**2.6 Event Gallery**

* Users should be able to upload and view photos from past events.
* Event galleries should be categorized by event name and year.

**3. Non-Functional Requirements**

Non-functional requirements define the quality attributes, performance standards, and constraints of the system.

**3.1 Performance Requirements**

* The system should handle at least **500 concurrent users** without performance degradation.
* Page load time should be under **3 seconds** for standard operations.

**3.2 Security Requirements**

* Passwords should be **encrypted using SHA-256** hashing.
* Role-based access should restrict sensitive financial and user data.
* User authentication should support **two-factor authentication (2FA)**.

**3.3 Usability Requirements**

* The UI should be **intuitive, user-friendly, and mobile-responsive**.
* System navigation should require **no more than 3 clicks** to reach any core functionality.

**3.4 Availability & Reliability**

* The system should maintain **99.9% uptime**, allowing **less than 43 minutes of downtime per month**.
* Automatic **daily data backups** should be enabled.

**3.5 Compatibility Requirements**

* The application should be accessible on **Chrome, Firefox, Edge, and Safari**.
* The system should be optimized for both **desktop and mobile devices**.

**3.6 Scalability Requirements**

* The system should be able to **scale up** to support additional AIESEC Local Committees if needed.
* New features should be implemented without disrupting existing functionalities.

**4. Conclusion**

This document provides a structured overview of the functional and non-functional requirements for the AIESEC web application. Ensuring these requirements are met will lead to a robust, secure, and user-friendly system that meets the needs of all stakeholders.