System Vision Document

**Problem Description:**

In the Wilmington area, two locally owned franchised GNC stores manage employee schedules, availability, and hours worked. This is done by hand on paper. A manager creates a schedule for one week at a time. To do so, the manager cross references a physical paper calendar that contains time off requests with an additional handwritten sheet of paper that contains employee weekday availability. This availability is usually highly variable, and subject to change often due to the nature of most employees also being students with evolving course schedules. Each week the manager attempts to, by hand, create next week’s schedule utilizing the information from the two sources. This is done separately for each store by the same manager. This method is time consuming and often leads to mistakes.

Once the schedule has been created, the manager will take a picture of the printed schedule with their cell phone and send that picture to each stores group chat that contains the employees for that store. This means as an employee, to check what day you work you must scroll through a group chats history to find the most recent image of the schedule. This often leads to miscommunication as well as confusion as to who works what days.

**Problem Solution:**

In order to satisfy the problems listed above, an automated web application is proposed. This application will allow employees to input their weekly availability as well as time off requests. Utilizing this information, the system will generate a schedule on a week-by-week basis that the manager can confirm as is or make changes to. Once the schedule for a given week has been confirmed, employees who have opted for email or SMS notifications will receive one. Lastly the current weeks schedule, as well as previous weeks, will be available to view on the site for ease of access.

**System Capabilities:**

* User login
* Authentication
* Input for user availability (weekly)
* Input for time off request
* Ability to view past and present schedules
* Differentiate between two stores data
* SMS & Email notifications
* Create static schedules for employees
* Mobile support
* Trade / swap shifts with other employees