INTRANET SITE

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INFO8860 – Customer Needs and Analysis Gathering

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**1)INTRODUCTION:**

The main aim of the project is to develop an Intranet site for document storage repository for an organization for its employees to share documents, a place to view HR policies and some features related to the organization

**2)EXISTING SYSTEM:**

Organizations are using third party email service application for sharing of documents which does not provide security to data which is confidential.

Following are some of the elicitation done from the employees of the organization in order to understand the issues and to find out the solution by gathering feasible data

**Question 1**: What is the count of employees in your organization?

**Answer:** The total number of employees are around 200

**Question 2:** How do you share or access documents in your organization?

**Answer:** We share the documents across emails

**Question 3**: What is the maximum size of document you share?

**Answer:** The maximum size of the document varies from 100MB to 1GB

**Question 4**: How frequently the documents are shared within the organization?

**Answer**: The documents are shared instantly when the request is made

**Question 5**: Can the documents be accessed outside the organization?

**Answer**: Documents cannot be accessed outside the organization .

**Question 6:** Where do you store the documents in your organization? Do you have a backup for your documents?

**Answer**: Documents are stored on the desktop and there is no backup space for documents

**Question 7:** Does the organization has efficient IT Technical Team in order to resolve the errors?

**Answer**: Yes, organization has expertise IT team, who is available 24X7 shifts to provide the resolutions

**3)PROPOSED SYSTEM:**

The Intranet site is an application which is accessible within the organization. This application is used for sharing and storing of documents across the organization and also helps the employees in communicating and collaborating with each other in an effective manner to get the work done .This applications also includes some of the features for viewing the HR policies, updates of activities in the organization and financial aids.

Based on the feedback received by doing the following elicitation, some features have been included in the application

**Question1**: What are the security measures taken to protect the data within the internet portal?

**Answer**: A designated team has been appointed in to order to protect the data from fishing attacks with the use of data protection software

**Question2:** How are the accessibility levels setup for the portal?

**Answer:** The permissions are given according to the designation of an employee

**Question3**: what are the benefits by using the intranet site?

**Answer**: The following are some of the benefits:

1. Improves internal communication and collaboration
2. Easy to find the information
3. Makes onboarding process easy
4. A place to find training modules

**Question4**: How is data stored and maintained?

**Answer:** Data is stored within the organizational database server and maintain by the skill and expertise of IT support team.

**Question5**: Is the internet portal user-friendly?

**Answer:** An application is designed in such a way that is open and flexible to use

**Question6**: What problem would you like to solve with this application?

**Answer:** Sharing of document via email can be solved with the use of this internet portal

**Question7**: What type of file formats and sizes can be shared?

**Answer:** There are no restriction policies for sharing of files.

**Question8**: Can we have access of the portal outside the organization?

**Answer:** Access of portal is bonded within the organization and can be only accessed if the machines are given by the organization with VPN installed in it based on the roles and responsibilities of the employee

**Question9**: Is it worth investing for developing an intranet site?

**Answer:** Yes, it is worth investing since it lowers the upfront cost of the organization instead of simply depending on third party subscription-based application which is not authentic and higher cost of investment

**4)KEY STAKEHOLDERS:**

The following are the key stakeholders for the application

1. CEO of VSN Technologies
2. Project Manager
3. Team Manager
4. Team leader
5. Employees

**5)SOFTWARE REQUIREMENTS:**

The following are the programming language used in order to develop a intranet site:

Front-end: HTML, CSS, BOOTSTRAP, JavaScript

Back-end: Java

Middleware: SQL

**6)HARDWARE REQUIREMENTS:**

1)Disk Space

2)Processor

3)Memory

4)Display

**7)GLOSSARY:**

|  |  |
| --- | --- |
| **Term** | **Explanation** |
| CEO | Chief Executive Officer |
| VPN | Virtual Private Network |
| IT | Information Technology |
| HTML | Hyper Text Mark-up Language |
| CSS | Cascading Style Sheets |
| SQL | Structured Query Language |

**8)REFERENCES:**

Software Requirement 3rd edition E-Text Book

https://en.wikipedia.org/wiki/Intranet