**Project Proposal   
Career Guideance website for Sri Lanka**

Blue And Co is a successful Business who provides Information Technology solutions to their clients by gathering requirements and then working with appropriate solution providers to individual projects. The company consists of Business Analysis team who works on multiple projects at a time. Each individual will have a different role when it comes to Change Control Management during the solution development.

Company has decided to use a repository tool which enable to capture the requirements, edit, validate, review and approve each project. The Repository tool must included a web interface and must use MS SQL as its database.

**1.1 Purpose**

The purpose of this document is to cover the requirements gathered for the repository tool. Such as requirements affiliated with their current process, process hierarchy, stakeholders, Authenticated users, document formats, assumptions and constrains.

**1.2 Scope**

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| **Project name :** | Repository tool for Requirement Process Management |
| **Prepared by :** | Pasindu Wijesekera,  (Project Manger) – [danuddara@live.com](mailto:danuddara@live.com)  Anita Verma  (Project Manger) – anitaverma805@gmail.com |
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**1.2.1 Project Scope Description**

This project will focus on delivering a repository tool for Blue and Co Company for their Requirement gathering and management process from the stakeholders and solution development period. The tool will be using a web based interface to interact with the software and MS SQL as the database.

The tool will be able to capture the requirements, validate, review and approve. Each business analyst will be handling 6 or more projects at given time frame. This tool has to work simultaneously.This will address the main features captured as deliverables of repository tool.

**1.2.2 Project Deliverables**

Following are key deliverables of repository tool.

* Web based interface for interaction with repository tool.
* Creating, categorising and assigning projects to stakeholders.
* Requirement indenting. (joining with other requirements)
* Version controlling.
* Access Control.
* E mail/Notifications/Reminders to the relevant roles.
* Track changes
* Work flow management (Approved/Rejected/Deferred, etc.)
* Security and encryption
* Document formats
* Referred document uploading (current documents, example documents, images, links, etc.)
* Collaboration / Groups
* Traceability
* Reports (during Elicitation, Solution Selection and Generate Contract SOW, etc.)
* Archiving and retention
* Document Indexing
* Document Delivery
* Search by category name, role, stakeholder, project name, project id and traceability id.

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**1.3 Requirements**

Project requirements can be categorized by the processes during business analysis stages as defined in the scenario and according to . The requirements for database have been identified as a separate section for this tool. Following are the list of all requirements captured for this project.

**2. Business Case**

**2.1 Objective**

Blue and Co Company has decided to use a repository tool for their business process and have given the project for development. It should be able to capture, review and approve the requirements with necessary authentication and document management or process levels.

**2.2 Current situation**

Currently the process is done by manually by contacting to the relevant parties through email, fax, phone calls or meetings which consumes time of a business analyst. One business analysts handle one to six projects at a given day. It leads to failure of understanding the correct requirements in the process of a requirement gathering. Using a repository tool with appropriate functionalities will give a major benefit to Blue and Co for their future developments.

**3 Technology**

Even though the project requires to be delivered early, the key factor of this is to provide quality product at the end of the project which has zero defects. The methodology selected for this project is SCRUM. The project will be divided in to sprint1, sprint2, sprint3 and sprint4. At each phase the team members meet up for reviews and daily scrum which helps in monitoring the project progress.