

SOFTWARE REQUIREMENTS SPECIFICATION

Career Development Centre Portal

Version 1.0

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1. Introduction

A portal represents a website that provides a single point of access to applications and information. Career Development Centre Portal Version 1.0 is to be developed that provides a user-friendly interface for students, hiring companies and CDC management to conduct the hiring process.

1.1 Purpose

The purpose of this document is to present a detailed description of the Career Development Centre Portal. It will explain the purpose and features of the system, the interfaces of the system, what the system will do, the constraints under which it must operate and how the system will react to external stimuli. This document is for the following group of people: -

- i. Developers (for maintenance and new releases)
- ii. Testers
- iii. Career Development Centre Management
- iv. Documentation writers

1.2 Scope

This portal allows different companies to register for the hiring process being conducted by the CDC. The companies can register, fill INF/JNF, view registered student details, select students after conducting hiring rounds and upload offer letters via this portal.

This portal allows students to login, get notified of different hiring process events, applying for eligible companies and maintaining different resumes/CVs for different companies (max. 3).

This portal allows CDC Admin to view all student and company details, allow/reject companies, debarring students, scheduling hiring process events and record keeping of all internship/placement data.

This portal is expected to complete in a duration of two months.

1.3 Definition, Acronyms, Abbreviations

Internship	It is a project assignment given to a student by a company after selection of the candidate through proper intern hiring process and may have job prospects. The duration is usually 2/6 months.
Job	Internship offer as well as full time offer.
CDC	Career Development Centre
Stipend	A regular fixed sum of money paid during internship
CTC	Cost to Company – Total salary package for an employee.
PPI	Pre-Placement Interview – Direct interview offer given to the students instead of PPO, where the candidate can bypass hiring process (test, GD etc.) and directly appear for interview.

PPO	Pre-Placement Offer – A job offer given to the student by the company after internship
Returning Internship	Internship offer given to the students by the company in which he/she is already doing internship
SRS	Software Requirements Specification
JNF	Job Notification Form
INF	Internship Notification Form
MIS	Management and Information System
CV	Curriculum Vitae

1.4 References

The references for the above portal are as follows: -

- i. www.google.com
- ii. www.wikipedia.com
- iii. IEEE. *IEEE Std 830-1998 IEEE Recommended Practice for Software Requirements Specifications*. IEEE Computer Society, 1998.
- iv. Career Development Centre, IIT(ISM) Dhanbad

1.5 Overview

Section 1.0 discusses the purpose and scope of the software.

Section 2.0 describes the overall functionalities and constraints of the software and user characteristics.

Section 3.0 details all the requirements needed to design the software.

2. Overall Description

This web application is to facilitate the internship and placement process for students in college. It will allow companies to register and communicate with the CDC. This web application will automate the placement process and keep record of placement and internship data.

2.1 Product Perspective

- At present CDC officers have to manage the students' profiles and the documents of students for their internship and placement manually.
- Also, CDC officers have to collect the information of various companies who want to recruit students and notify students time to time about the placements.
- CDC officers also have to arrange profiles of students according to various streams and notify them according to company requirements.
- At present slot booking for online tests, PPT and interviews are done manually.

Hence our web application would maintain a huge database for the complete details of the students as well as the companies in the placement process which would help to save time and effort.

2.2 Product Functions

The CDC web application is to be developed as an attempt to take a record of companies and students by restricting a large database that would be used for each. The system would register the company and maintain the JNF/INF. The system would allow students to register for the placement and internship process of a company by applying on the website itself. The eligible students would receive an email including the details of the company, placement procedure and other details once a company register. The system would allow Admin to accept or reject the

registration of students and companies and also book a slot for the company by just referring to the calendar present on the website.

2.3 User Classes and Characteristics

The major user classes in the system would be: -

i. Student

New students need to sign up or register giving specific details. They will create at most 3 resumes. Only eligible students will be able to register for the company. Students can go through the JNF/INF filled by the companies. Students will also be able to give preference to the companies if there are multiple companies visiting on the same day for the hiring process.

ii. Administrator

The Admin has the supreme power of the application. Admin provides approval to the Student and the companies registration. Admin is responsible for maintaining and updating the whole system. Admin will allot a date/slot for PPT, online test and interview. Admin will approve or decline registration of a company. Admin can deactivate a student account if found involved in some malpractices. Admin can activate a deactivated account. Admin will be able to see the students registered for each company.

iii. Company

The Company initially has to sign up/register. The company will fill the JNF/INF. The Company will be able to see the details of the students registered for their company.

2.4 General Constraints

The students are able to create at most 3 resumes. Companies need to register every year on the portal.

2.5 Assumptions and Dependencies

All the details filled by students in their resume are correct.

3. Specific Requirements

3.1 External Interface Requirements

3.1.1 User Interface

The user interface should comprise all features specified in section 3.2. The interface must be user friendly. All users must be able to browse different menus and options with ease.

3.1.2 Hardware Interface

All server-side components must execute on server-class computers. All client-side components must execute on workstation-class and personal-class computers.

3.1.3 Software Interface

The interface must be able to connect to a database for record keeping information related to internship and placement. It must support different file formats available for documents.

3.1.4 Communication Interface

The communication architecture must follow the client-server model. Communication between the client and server should utilize a REST - compliant web service and must be served over HTTP Secure (HTTPS).

3.2 Functional Requirements

3.2.1 Use Case 1: Companies register for internships/placements

Primary Actors: Company

Precondition: None

Main Success Scenario:

1. The recruiter needs to fill the details of the organization such as company name, type and website.
2. The designation and email id of the recruiter must also be specified.
3. The password for future login must be set at the time of registration
4. A verification email will be sent to the email address provided in the registration form.
5. The recruiter needs to click on the hyperlink in the email to complete the verification process.
6. After this, the company details will be visible to the training and placement cell.
7. Post verification only, the company will be able to login via the CDC portal. The password will be the one that was set during registration

Exception Scenario:

1. The email address should have the company name as its domain. Domain names of public email providers (e.g. Gmail, yahoo) will not be accepted.
2. The email address could not be verified.

3.2.2 Use Case 2: Company fills the INF/JNF

Primary Actors: Company

Precondition: The CDC admin must have approved the registration for that company.

Main Success Scenario:

1. All the company details must be supplied.
2. The company must specify the role and location for which it is hiring.
3. The hiring team must provide the list of branches eligible for the job.
4. They need to mention any minimum GPA criteria if any.
5. Information regarding the hiring process such as the number and the type of rounds must be supplied.
6. The stipend/CTC must be provided in the INF or JNF respectively.
7. Any other logistic requirements must be clearly mentioned so that appropriate arrangements can be made by the CDC.
8. Once all the fields are filled, the form is successfully submitted for review by the administration.

Exception Scenario:

1. Form cannot be submitted if the fields are filled incorrectly or if certain required fields are missing.

3.2.3 Use Case 3: Approvals by CDC

Primary Actors: CDC

Precondition: None

Main Success Scenario:

1. Only those companies whose email address has been verified will be visible to the admin.
2. The admin may then approve or reject a company's registration.
3. A list of barred companies will be visible to the admin for reference.
4. In case, a company has been approved, a request to fill INF/JNF will be sent to the company.
5. The INF/JNF will be reviewed and approved by the admin.
6. If the form is approved, the company will be requested to provide their preferred date and time slots.

Exception Scenario:

1. The registration is disapproved by the admin.
2. The INF/JNF is not acceptable to the CDC admin.

3.2.4 Use Case 4: Students upload CV

Primary Actors: Students

Precondition: Student must be logged in

Main Success Scenario:

1. All the basic details such as name, address, CGPA of the student will be displayed
2. Student needs to verify all these details and report any discrepancies
3. Once the above information is verified, the student can enter data for other sections such as internship experience, training, courses, hobbies etc of the CV.
4. A student can create up to 3 different CVs for different roles he/she wishes to apply for in the future.

Exception Scenario:

1. In case certain information is missing or inaccurate, the same must be reported and corrected through MIS

3.2.5 Use Case 5: Students registers for internship/placement for a company

Primary Actors: Student

Precondition: Student must be logged in and uploaded CV on CDC portal

Main Success Scenario:

1. Student will be able to view a list of companies he is eligible to apply for.
2. He/she can view the INF/JNF supplied by the organisation
3. The student can apply for a particular job opening by registering on the CDC portal.
4. While applying for a role, the candidate needs to select the CV he/she wishes to use for that company.
5. The student can see the list of all companies he/she has applied to.

Exception Scenario:

1. The student may not be able to register in case he has barred due to disciplinary action against him.
2. The candidate will not be allowed to register beyond the last date of application.

3.2.6 Use Case 6: Internship/Placement processing and Record Keeping

Primary Actors: CDC

Precondition: Hiring process has been completed

Main Success Scenario:

1. The company will communicate the list of selected candidates to the CDC.
2. Based on the preference order filled by students, the admin will generate a list of selected candidates for each company.
3. The same is communicated via the portal to the students and the companies.
4. All the related data is stored in the database for future reference and record keeping purposes

Exception Scenario:

1. None

3.2.7 Use Case 0: Summary level Use Case

Primary Actors: Company, Student, CDC

Precondition: None

Main Success Scenario:

- The college invites applications for internships and placements.
- The companies register via the CDC portal.
- The admin approves the registration.
- The recruiter fills the INF/JNF.
- The admin reviews the INF/JNF.
- Students apply for the companies they are interested in.
- The companies and admin can view all the information of the applicants.
- The hiring process is conducted.
- The list of selected students is released.

Exception Scenario: None

3.3 Performance Requirements

1. Performance

- The portal must be available all throughout the day.
- It must have a response time of utmost 5 seconds

2. Capacity

- The server must be able to handle requests from all students in the institution.

3. User Interface

- The interface must be user friendly
- All stakeholders must be able to navigate the webpage without any training.
- The interface must provide options to filter by one or more criteria whenever large amount of information is presented as list

4. Security

- All users need to login before accessing any information on the webpage.
- A company's access will be restricted to information relevant to that company only
- No student can access the CV of other students