**Human Resources Migration Workflow System**

Human Resources Machine

**Section 2. Requirements**

**Section 2.1 Requirements Descriptions**

*(Describe concisely your project’s requirements after collecting the information on users, business functions, and interactions with other business functions. Ensure that your requirements include precise descriptions of interactions with other business functions as they are critical to your system.)*

|  |  |  |
| --- | --- | --- |
| ***Role*** | ***Aim*** | ***Function*** |
| Applicants | use the application | login/out |
| apply for a position | send a resume to some company |
| don't miss the deadline | calender management |
| understand the status of the resume | check the state of each resume submitted |
| ensure smooth communication | modify contact information |
| Interviewers | use the application | login/out |
| give a result and comment | grade each interviewee |
| view resumes | view online resumes of applicants |
| HR managers | use the application | login/out |
| design recruit workflow | assign workflows for each position |
| assign interviewers | assign interviewers to each applicant |
| administrators | system root entry | login/out |
| make money | give privilege to other users |
| VIP managers | access | login/out |
| special privilege | TBD |

**Descriptions of business functions and their interactions with each other**

Our system involves a lot of business functions, and these business functions are closely linked.

First, for an applicant, he or she must first register an account with personal information (e.g., email, name) and then log in using the email or username. After logging into the system, candidates will be able to view the recruitment positions of all companies and then apply for one or more of these recruitment positions. When applying for an open position, applicants need to upload their resume. After the application is completed, the candidate starts a round of application process. In a typical application process, the workflow includes resume screening, one-sided, two-sided, HR surface, and so on. Candidates will be able to get the status of all their applications (for example, will be on the side, get an Offer, etc.). In addition, applicants can also get their own unique “recruitment calendar” with important time points (such as one time and two time). Before the important time arrives, the system will send an email to the applicant for reminding.

For an HR manager, he or she will be able to control the workflow of each candidate and assign the corresponding interviewer to the interviewer. At the same time, the HR manager can also publish job information, design the recruitment process, and view the interview performance of each interviewer for the interviewer.

For an interviewer, he or she will be able to get a candidate's personal resume, and can privately negotiate with the interviewer (by mail, telephone, etc.) and then modify the interview time. Of course, we will inform the interviewer by email when we modify the interview time. At the same time, the interviewer can also score the interviewer's interview performance for reference by the HR manager to decide whether to admit the interviewee.

For admin users with administrator rights, assigning special permissions to VIP users is a necessary function.

As for the specific special rights of VIP users, we have not yet made a definite choice.

**Section 2.2 Your Meeting Log**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ***No*** | ***Date and time*** | ***Duration*** | ***Location*** | ***Discussion topic*** | ***Attenders*** |
| 1 | 3/17/2018:3:00pm | 2.5 hrs | 709 Gewu | Project selection | all members |
| 2 | 3/23/2018:3:00pm | 2 hrs | 709 Gewu | Requirements | all members |
| 3 | 3/25/2018:8:00pm | 2 hrs | 709 Gewu | Requirements | all members |