## Working tile of the project.

Development of multi – product documentation bibliography management tool.

## Project description and scope.

### Project background:

Working with projects often means that a lot of documentation is being generated and stored for each of the products that the business I work for develops. This creates a vast library of documents that are being continuously updated and re-released by multiple people so the business can keep up with the changing regulations.

To be able to track most recent revisions of these documents we use an excel tool called the DHF file. Each product has its own DHF File which is divided into 15 sections to which we assign the documents. Each reference consists of a document number, title, and a previous and current revision number. DHF files need to be updated on a weekly basis.

### The problem:

Using excel to maintain multiple DHF files (each hosts minimum 450 references to different documents, there is 1 such file for each of the products that are either already released or are under development) takes a lot of time and effort. As my team is responsible for this task, we have split the workload between ourselves and assigned 1 DHF file to each person to make it more manageable. While working with my DHF spreadsheet I have noticed that:

* same documents relate to different products and therefore same updates need to be recorded more than once
* same documents appear in multiple sections within 1 DHF file which should not be the case
* there is no consistency in how document revision is recorded
* it takes about an hour to update 1 DHF file

Updating DHF files isn’t a straightforward task, and it has become a necessity that no one enjoys doing. I believe that there is a scope to introduce some automation to help my team with solving this problem.

### Proposed solution and its benefits:

I propose to develop a software tool with a user interface and a database backend to store information about the documents and help with updating them. The benefits of providing such solution are:

* Moving away from excel will make maintaining multiple DHF files much easier.
* The application should enable one person to complete all necessary updates across all files in a timely manner.
* Users will be able to access all DHF files in one place.
* Application will increase data integrity.
* The application will simplify performing CRUD operations on the database.
* Significant decrease in resources required to complete updates.

By completing this project, I intend to deliver a web application that will be hosted on my company web server. The application will consist of a user interface and a No SQL database backend to allow management of the reference bibliography for our products.