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Seat No: 113

Project Id: 19

Project Title: Faculty Work Log

1. INTRODUCTION:

1.1. PURPOSE:

This document builds upon the initial planning document and providesa more detailed breakdown of the Faculty Work Log requirements.

2. PROJECT OVERVIEW:

2.1. PROJECT TITLE: Faculty Work Log.

2.2. PROJECT DESCRIPTION:

To manage faculty work log by using a web application which is MEAN tack.

2.3. PROJECT GOALS:

- **Prioritize Key Tasks:** Focus on grading, lecture preparation, and research with dedicated time slots.

- **Professional Development:** Engage in activities like reading journals or attending webinars for growth.

- **Effective Communication**: Hold office hours, attend meetings, and maintain clear communication with students and colleagues.

3. USERS AND ROLE

3.1. SUPER ADMIN:

Permissions:

- Full access to all system settings and data.

- Ability to create, modify, and delete admin and faculty accounts.

- Access to all administrative and academic records.

Responsibilities:

- Oversee system operations and ensure compliance with policies.

- Manage high-level configurations and security settings.

- Handle escalated issues and make strategic decisions.

3.2. ADMIN:

Permissions:

- Access to administrative tools and settings.

- Ability to manage faculty accounts and access specific academic records.

- Limited access to system configurations.

Responsibilities:

- Handle day-to-day administrative tasks and support faculty.

- Maintain academic records and manage scheduling.

- Ensure smooth operation of administrative processes.

3.3. FACULTY:

Permissions:

- Access to their own academic records and course management tools.

- Ability to grade assignments, post announcements, and communicate with students.

- Limited administrative access, typically only to their courses and advisees.

Responsibilities:

- Prepare and deliver lectures, grade assignments, and provide student support.

- Engage in research and professional development activities.

- Participate in departmental meetings and contribute to academic planning.

4. FUNCTIONAL REQUIREMENT:

4.1. FUNCTIONALTIY:

4.1.1. Faculty Users:

- **Work Log Management**: Faculty members can add, edit, and delete daily work log entries with details such as date, time, activity type, description, and duration, along with the ability to attach relevant documents.

- **Dashboard and Reporting**: A dashboard displays summaries of daily, weekly, and monthly activities, and allows faculty to generate and export activity reports in various formats (PDF, Excel).

- **Activity Categories**: Provide predefined activity categories and enable faculty to add custom categories.

4.1.2. Admin Users:

- **User and Role Management**: Admins can add, edit, and deactivate faculty accounts, and assign roles and permissions to faculty members.

- **Monitoring and Reporting**: Access and review individual faculty work logs, track activities, and generate detailed reports on faculty activities with export options (PDF, Excel).

- **Notifications and Announcements**: Set reminders for faculty to submit daily logs and broadcast important announcements to all faculty members.

4.1.3. Super Admin Users:

- **User and System Management**: Manage admin accounts, assign roles and permissions, and configure system settings, including work log parameters, report templates, and notification preferences.

- **Advanced Reporting and Compliance**: Create and customize complex reports with various data filters, maintain audit logs, and ensure system compliance with data protection and privacy regulations.

- **Dashboard and Alerts**: Provide a comprehensive view of system-wide activity summaries and key performance indicators (KPIs), with system-wide alerts and critical notifications.

4.2. NON-FUNCTIONAL REQUIREMENTS:

- **Performance**: The system should efficiently handle increasing numbers of users and data without slowing down, ensuring quick response times to user actions for smooth operation.

- **Usability**: The interface should be intuitive and easy to navigate for all users, adhering to accessibility standards to accommodate users with disabilities, thereby enhancing overall usability.

- **Security**: Maintain secure data storage and role-based access controls.
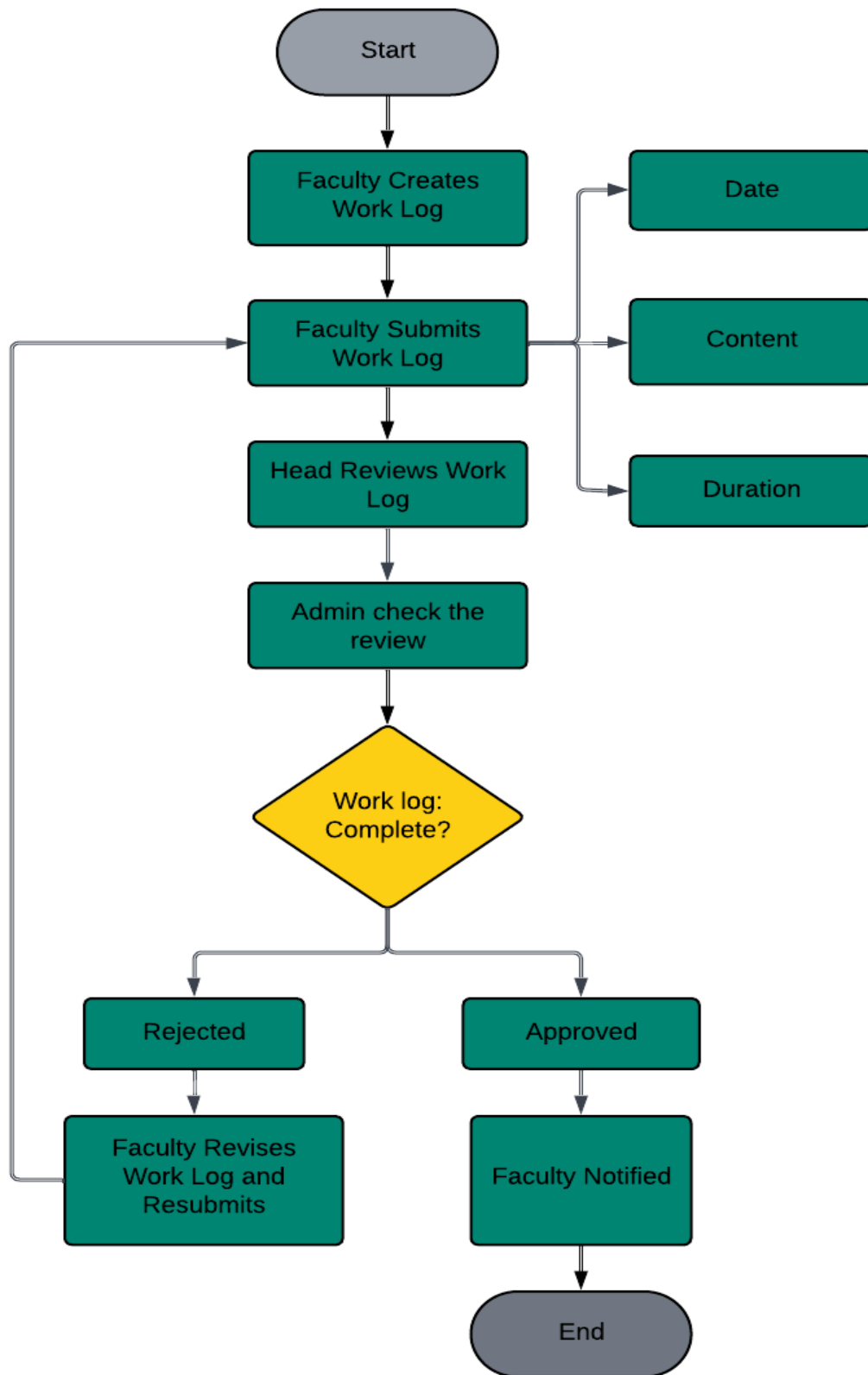
- **Reliability**: Ensure high uptime and regular data backups for system stability.

- **Maintainability**: Design modularly with comprehensive documentation for efficient updates and management.

5. TECHNICAL COMPONENTS:

COMPONENTS	TECHNOLOGY STACK
Frontend	Angular
Backend	Node.js & Express.js
Database	Mongo DB
API	REST API (OAuth 2.0)

6. FLOWCHART:


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7. ER DIAGRAM