**Purpose:**

Training Tracker is an easy-to-use training management application to verify and validate the performance of the mentees or interns.

**Login Criteria:**

Office 365 Login (technovert.com, tezo.com)

**User Roles:** Admin, Mentor

* Admin will have all privileges like adding/activate/deactivate mentors, adding/activate/deactivate mentees, creating tasks, assigning tasks, reviewing feedback.
* Mentor will have privileges like adding mentees, assigning tasks, feedback.
* Admin can create a password for the Mentor account but Mentor cannot.
* Admin & Mentor can reset a password.

**Modules or features available:** Dashboard, Pods Management, Users (Mentors, Mentees), Task Library.

* Dashboard consist of total information regarding mentors, mentees, tasks, feedback in graphical representation & digital representation.
* Pods Management will have the details about starting date, total mentees, total tasks assigned & the status (Completed, In Progress, Upcoming) of each pod. Here, creating a POD is also available.
* In Users Management, there will be an option of adding, deleting and bulk importing mentors & mentees, assigning tasks to mentees, giving feedback to mentees based on the performance.
* Task Library will have the complete details of Tasks like Duration of the task, Created date, Skill based tasks, adding deleting the tasks.

**Observations:**

* Email Verification should be there for Password reset with user session id.
* Need to generate reports for list of tasks, mentors, mentees.