# Q&A

## Overview

### What is the purpose of this system?

This system aims to optimize the human resource utilization in a corporate department. It should keep admins up to date with all projects and employees. It should also keep track of each employee’s utilization rate so admins can make decisions about work distributions justly.

### Why is building this system needed?

Keeping track of the employee’s utilization on ongoing projects has become increasingly challenging. This led to many mishaps with employees being often over-utilized (overloaded with work) and/or cross-utilized (working on multiple projects in parallel). The need for this system rose when these issues started negatively affecting department productivity.

### What were the drawbacks of the previous software solution?

To fix this problem, a shared spreadsheet was created listing all employees and the department’s projects. Each employee was given a utilization value by their team leader to quantify how much work they do and had their currently assigned projects listed. However, this solution proved itself inefficient since it was a hassle to update the spreadsheet or extract useful information from it. It has also proved itself unsafe since there were no rules on who can edit which data.

## System Logic

### Who are the system’s End Users?

The system will have admins managing all end users and employees and will have project leaders managing their own projects and viewing all employees.

### What must the system allow its users to do?

For the admins, the system must allow them to create, view, edit or delete any project or employee.

For the project leaders, the system should allow them to add or remove people from their project teams, update their projects data, and view all employees and projects.

For all, it should allow users to view statistics of historic and present data.

### What data must the system be collecting?

The system must collect data related to a project such as title, due date, project team members, and the project leader.

The system must collect data related to an employee such as name, email, utilization value, joining date, and projects they have worked or are currently working on.

### What useful information can be extracted from the system’s data?

The system should be able to aggregate data regarding employee utilization to be able to extract information like employee utilization distribution, the most over-utilized employees, and cross utilization distribution.

It should also show the employee counts by skill/specialty (programming languages) and the average utilization of an employee with a certain specialty.

## UI/UX