Technical Document – Annexure I
of
Hotel's Tech Asset Management App

Contents

Annexure I

1. Project Overview

✓ **Business Need**

Client needs a platform where staff can sign in to the app and upload data for the project assigned to them. There will be admin and sub-admin. Admin shall be able to manage the dashboards, staff, projects, reports, sub-admins, notifications, and content over the mobile app.

✓ **Solution Suggested**

As a solution we suggest to create a mobile app for the staff, where they can login with the credentials provided to them by admin.

Staff will be able to upload new data related to the project allocated to them from admin panel. Staff can also see the previously filled data by them.

Admin will be able to manage the dashboard, staff, projects, reports, sub-admins, notifications, and content over the mobile app.

Sub-admin basically be the partners who need to see the data for specific projects and exports the data in particular format.

Assumptions: Data export will be in the form of excel, or pdf.

✓ **Stakeholders**

Actor	Task
Staff	Staff can sign in to the app and add data for the project allocated to them by admin.
Sub-Admin	Sub-Admin can sign in on the web portal and see and export the project's data which are allocated to them by admin.
Admin	Admin can manage users, dashboard, dumpsters, bookings, transactions, notifications, and content from the backend.

✓ **Project Scope and Development Deliverables**

This project scope comprises of the following components to deliver:

- Design and Development of Mobile Application for Users (iOS & Android)

- Development and Integration of API

- Development of Sub-Admin Web Panel

- Development of Admin Web Panel

2. Technologies

Development Phases		Tools & Technology
Requirement Gathering and Analysis	Proposal Drafting, SRS Writing and User Flow Diagram	Microsoft Office Word 2019 / Microsoft Office Presentation 2019 / Microsoft Office Vision 2019
	Wire Framing	Axure / UiZard
Development	Application	Flutter / React Native
	Web Backend	Node.js / PHP (Laravel)
	Database	MongoDB / MySql
Version/s Supported	Android	9.0 and above
	iOS	13.0 and above
	Browser	Google Chrome, Safari, Mozilla Firefox
Quality Assurance & Testing	Test Cases	MS Office Excel 2019
	Testing	Manual

3. User Flow Diagram
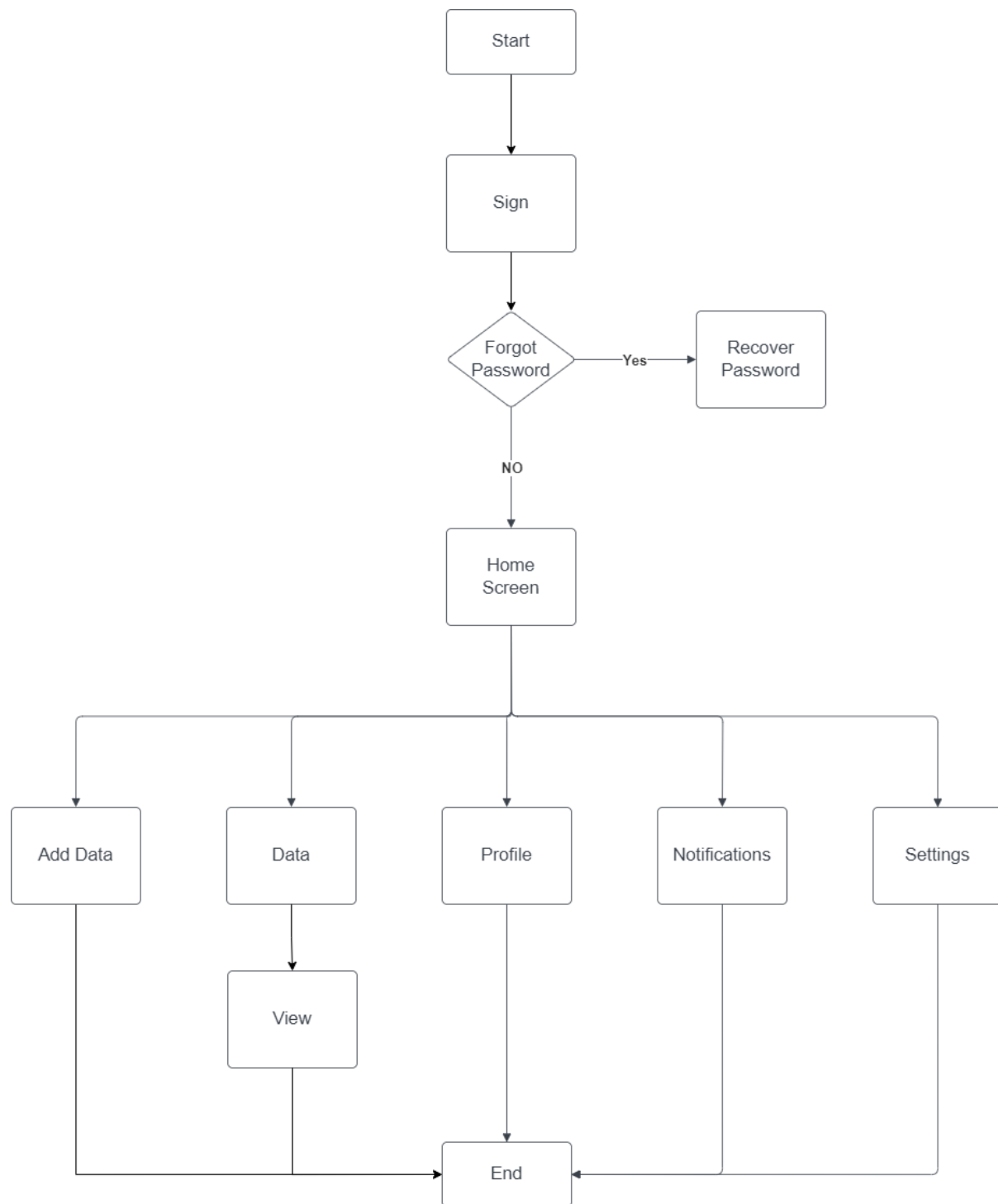
4. Features and Scope of Work

4.1. User Flow for Staff Mobile App

➢ **Splash Screen**

- The launch screen of the Application where staff will be able to view the app's logo.

➢ **Walkthrough Screen**

- Staff will be able to view 3-4 walkthrough screens, which will be helpful for the staff to have an idea about the app.

➢ **Authentication**

- **Sign In**
  - The Staff will be able to login into the application using the below details:
    - Mobile Number
    - Password

  - **Forgot Password**
  - Clicking on this staff would be redirected to the Forgot Password screen where staff need to enter the below details:-
    - Mobile Number (To receive the OTP for verification).
    - OTP
    - After the OTP is verified user would be asked to mention below details in order to change the password:-
      - New Password
      - Confirm New Password

- ➢ **Home Screen**

  - • This screen would be the main screen of the application with the following content:

  - • **Top Bar**

    - o App Icon

  - • **Body**

    - o Project Name

    - o Total Data Entered

    - o Add New Data

  - • **Bottom Bar**

    - o Home Screen

    - o Data

    - o Account

- ➢ **Enter Data**

  - • Staff will be entering data for the project allocated to them:

    - o Project Name(auto-filled and non-editable)

    - o Room No.

    - o Image(upload image/take picture with camera)

    - o Mac Address

    - o Access Point No.

    - o EP

    - o Location

    - o Submit (Button)

      This data will be saved over the cloud.

- ➢ **Data**

  - • All the data entered previously by the staff will appear here.

  - • Record 1

    - o Project Name

    - o Room No.

    - o Image(View only)

     o Mac Address

     o Access Point No.

     o EP

     o Location

- Record 2

- Record 3

➤ **Notifications**

- Staff will receive push and in app notifications for Updates or announcement from the admin.

➤ **My Account**

- Staff will be able to View/Edit their account details.

➤ **Settings**

- Following details will appear in settings:
  - Change Password
  - Static Content
    - FAQ
    - Terms & Conditions
    - About Us

➤ **Logout**

- Staff will be able to logout of the app, after which they will be redirected to the sign in screen.

4.2. Sub-Admin Web Panel

➢ **Sign In**

- Sub-Admin will be able to sign to the web panel with the help of Email ID and Password.

- In case sub-admin forgets the password they can recover it using their email ID.

➢ **Dashboard**

- Following details will appear on the dashboard:-

  ▪ Total Data submitted from the app by staff project wise.

- **Sort**

- Sub-Admin will have option to sort the dashboard based on:-

  ▪ Today

  ▪ This Week

  ▪ This Month

  ▪ This Year

➢ **Project Management**

- Sub-Admin can manage the project (Add/Edit/Remove) details from here.

- Sub-Admin can see the data received project wise.

- Sub-Admin can export the data individually or by multiple selections also.

- Data can exported in xls or pdf format.

➢ **Change Password**

- Sub-Admin will be able to change their password.

➢ **Logout**

- Sub-Admin will be able logout from the web app, after logout sub-admin will be redirected to the login page.

4.3. Administrator Web Panel

The back end of the platform will be power packed with an administrative panel to manage the updates of data at the application level, website level and as well as back end.

Following would be the key functionalities:

➢ **Sign In**

- Admin will be able to sign to the web panel with the help of Email ID and Password.
- In case admin forgets the password they can recover it using their email ID.

➢ **Dashboard**

- Following details will appear on the dashboard:-
    - Total Staff over the Platform
    - Total Data submitted from the app by staff project wise.
- **Sort**
- Admin will have option to sort the dashboard based on:-
    - Today
    - This Week
    - This Month
    - This Year

➢ **Staff Management**

- Admin will be able to manage the Staff from the backend.
- Admin will be able to search the Staff profile from the backend.
- Admin will be able to see a list of Staff in Grid/Tabular format.
- Admin will be able to see the detailed view of the Staff.
- Admin will be able to Add/Edit/Delete the Staff.
- Too add a staff member admin will be required to enter the following details:
    - Email ID
    - Project Name

- o Create Account (After clicking here, a mail with all the login credentials will be sent to the staff members email id.)

  - Admin will be able to activate/deactivate the account of the Staff from the backend.

➢ Project Management

  - Admin can manage the project (Add/Edit/Remove) details from here.

  - Admin can see the data received project wise.

  - Admin can export the data individually or by multiple selections also.

  - Data can be exported in xls or pdf format.

➢ Reports

  - Following details will appear on the dashboard:-

  - Total Staff over the Platform

    Total Data submitted from the app by staff project wise

  - **Sort**

  - Admin will have option to sort the dashboard based on:-

    - o Today

    - o This Week

    - o This Month

    - o This Year

    Admin can export the reports in xls or pdf format.

➢ Sub Admin Management

  - Admin can manage (Add/Edit/Remove) the sub-admin accounts from here.

  - Access for sub-admin will be project based so they can see/export the details related to the allocated projects only.

➢ Content Management

  - Admin will be able to generate and manage the Content from the backend.

  - Admin will be able to manage the static content from the panel.

➢ **Change Password**

- Admin will be able to change their password.

➢ **Push Notification Management**

- Admin will be able to manage the push notification from the backend.

- Admin will be able to send the notifications to the Staff.

➢ **Logout**

- Admin will be able logout from the web app, after logout admin will be redirected to the login page.

Note: All the third-party API's that are required in the development would be provided by the client.

5. Draft Delivery Timeline and Gantt Chart

Planned Project Start Date	Scheduled Project Completion Date
Project Duration*	74
17-Jan-2024	01-Apr-2024

Draft Gantt Chart -Hotel's Tech Asset Management App
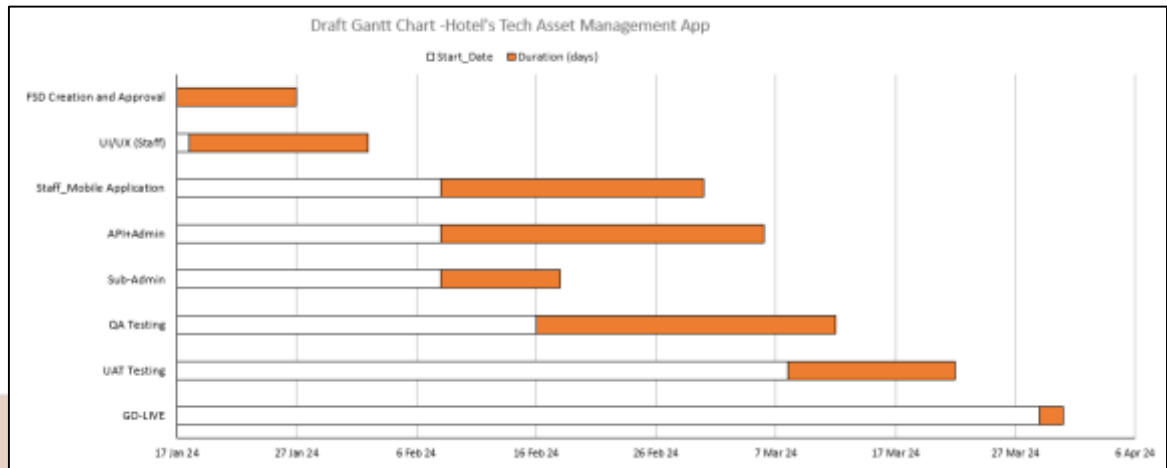
*Project Duration would be met with a condition that the client responses are received on time.

6. Project Management

Before Project is awarded			
Business Analysis	**Project Management / Software Development**	**Business Development / Sales**	**Accounting**
1. Project Identify / Analysis 2. Develop one-page proposal overview 3. Create project management overview 4. **AVERY** assigned to business manager GBM *GBM: Global Business Manager*	5. Project Evaluation by technical teams 6. Introduction call 1 on 1 interaction with **AVERY** 7. System appropriate services determined 8. Requirements / System application architecting 9. Project needs analysis 10. Detailed proposal development 11. Cost and Time effort estimation	12. Introduction call 13. Deliverables discussed with **AVERY** 14. Milestones discussed 15. Project success discussed 16. Future growth alignment 17. Detailed proposal provided 18. Payment instructions	19. Invoice submitted to **AVERY** 20. Payment received 21. Payment confirmation sent to **AVERY** 22. Account forwarded to PM

After Project is awarded			
Phase 1	**Phase 2**	**Phase 3**	**Phase 4**
1. Project manager assigned 2. Project initiation/ introduction call 3. Online project profile created 4. Weekly project meetings scheduled 5. Reporting formats explained to **AVERY**	6. Design, Development / technical teams assigned 7. Project start 8. **AVERY** feedback on weekly 9. Weekly project feedback session- 30 min 10. Reports available on-line 11. Online Rebel catering access of PM system application	12. Testing / Quality Assurance 13. Live server testing 14. Final bugs issues fixed 15. Campaign completed	16. Periodic project maintenance 17. Data backups 18. Web site – System application upgrades 19. On line marketing ** Optional

7. Proposed Team of Project

The proposed team to achieve the deliverables in a time span of 15 Weeks comprising of 40 hrs./week is as follows

Designation	Availability
Project Manager	Part Time
Project Expert	Part Time
Designers	Full Time
Developers	Full Time
Quality Analyst	Full Time

IN WITNESS WHEREOF, both parties here have to agree the finalized scope for this project as of the date.

For: AVERY

Signature:

_____

For: WebMobril Inc.

Signature:

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