Executive Summary:

The project aims to replace Federated Insurance's antiquated Salary & Performance Management System with a modernized system. This project is vital as it will enhance the Salary & Performance Management process, aligning it with the company's strategic goals.

Project Description:

The primary goal of this project is to gather requirements for the replacement of the existing Salary & Performance Management System. The objective is to design and implement a new system that is efficient, user-friendly, and capable of tracking performance reviews, salary predictions, and actuals. The new system will be accessible to the entire organization, streamlining the salary and performance evaluation process.

Requirements:

-Business wise, we should gain a profit from the new system due to improved and efficient performance and salary management system.

-Technical wise, we should utilize this new user-friendly system to perform better and faster to increase productivity and save time.

- Business and technical requirements will be identified and documented.

-Our standards or guidelines must align with the deliverable and the definition of done templet.

-There is a designated approval or sign-off process where Executive Sponsor, Project Sponsor, Project Manager, And IS Account Manager sign-off with their name and date after they have read, reviewed, and agreed to the documents.

Deliverables:

The main thing that should be delivered should align with the definition of the done document.

These are some main points of deliverables:

* Business Profile
* Interview Questions
* Interview Notes
* Project Scope
* Work Breakdown Structure
* Feasibility Analysis
* SWOT Analysis
* Risk Management Plan
* Requirements Documentation
* Business Process Flow Diagram(s)
* Functional Decomposition Diagram
* Data Flow Diagram(s)
* Data Dictionary
* Use Case Diagram
* Use Cases
* User Interfaces / Wireframes
* Entity Relationship Diagram
* System Design Specification
* Test Plan
* Security Plan
* Training Plan

Project Exclusions:

- This project does not include the actual implementation of the new system.

- It does not cover ongoing maintenance or support.

- Individual employee performance assessments are not part of this project.

Assumptions:

- We assume through this project we'll create a modern Salary and Performance Management System that makes life easier for managers. It helps them plan salaries, track performance, and make informed decisions about their teams. This means less hassle, happier employees, and more efficient organization.

- We assume that the project team will have access to necessary resources and expertise.

- We assume that the project will be completed within the defined budget and timeline.

-And Outcome of the project will be having an efficient performance and salary management system.

Constraints:

- Resource constraints, including personnel and technology.

- Time constraints to meet project deadlines.

- Budget constraints that must be adhered to.

- Time constraints to meet in person.

-Time conflicts with other classes.

-Technology Constraint

- Risk Constraint