Vision and Scope Document

for

Project A5MMS

Version 1.0 approved

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Revision History

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| **Name** | **Date** | **Reason For Changes** | **Version** |
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# Business Requirements

## Background

The A5MMS is a corporation, formed and organized under the laws of the Republic of the Philippines, duly registered with the Security and Exchange Commission (SEC) and licensed to operate a manpower/janitorial services.

The company is managed with hardworking and efficient staff and they’re committed to provide reliable and most trusted recruitment services to the employers ascertaining itself. Over the years, they had been handling documents and processing it manually through Microsoft Word and Excel.

## Business Opportunity

The company can accommodate a larger group of applicants and clients if they choose to use the automated system. With that, the company is open to more possible clients and applicants.

## Business Objectives and Success Criteria

The main objective of the company is first to provide skilled manpower to their valued clients and second is to provide good opportunities to the candidates who apply through them.

As a success factor to the company’s main objective, the team aims to increase at least 20% of applicants in annual basis.

## Customer or Market Needs

The main objective of the company is first to provide skilled manpower to their valued clients and second is to provide good opportunities to the candidates who apply through them.

As a success factor to the company’s main objective, the team aims to increase at least 20% of applicants in annual basis.

## Business Risks

* The main risk of the company is the time when the government remove the contractualization in the country.
* Increase of market competition is also one of the business risk of the company because of the rapid growth of agency nowadays, with that, they might lose their applicants as well.

# Vision of the Solution

The team’s vision of the proposed system this will be operated and used by the company operationally, that will serve the applicants apply faster.

## Vision Statement

To develop a web – based Human Resources Management System for the team to meet the business objective and also the need of improvement of the company.

## Major Features

These are the major features of the proposed system:

HR Management Module – this focuses in the human resources and contains the sub – modules such as client management, job management, applicant and employee management modules.

Payroll Module – this focuses in the payroll details of all employees in every clients of the company.

## Assumptions and Dependencies

The team assumes that all data of the company will be treated secured and confidential due to the rights of the company.

# Scope and Limitations

The proposed solution to the said problem of the company is to automate their processes to lessen the paper work and increase efficiency of its processes. The functions of the project includes, posting of vacant jobs provided by the A5MMS clients, Database system of applications forms, employee details etc., attendance management system and automated payroll system.  
 The limitations of the system includes, Client details will be only managed if the client approved the contract agreement; Employee details will be managed, if the applicant has been already hired; and Attendance details will be managed only every payroll or cut-off period.

## Scope of Initial Release

Following the initial release of this project, the upcoming major features of the project will be a Human Resource Management system that helps in managing the employee details; database storage of application forms, employee details and client details; and managing the employees attendance and payroll

## Scope of Subsequent Releases

Following the initial release of this project, the upcoming major features of the project will be a Human Resource Management system that helps in managing the employee details; database storage of application forms, employee details and client details; and managing the employees attendance and payroll

## Limitations and Exclusions

<Identify any product features or characteristics that a stakeholder might anticipate, but which are not planned to be included in the new product.>

# Business Context

<This section summarizes some of the business issues around the project, including profiles of major customer categories, assumptions that went into the project concept, and the management priorities for the project.>

## Stakeholder Profiles

<Stakeholders are individuals, groups, or organizations that are actively involved in a project, are affected by its outcome, or can influence its outcome. The stakeholder profiles identify the customers for this product and other stakeholders, and states their major interests in the product. Characterize business-level customers, target market segments, and different user classes, to reduce the likelihood of unexpected requirements surfacing later that cannot be accommodated because of schedule or scope constraints. For each stakeholder category, the profile includes the major value or benefits they will receive from the product, their likely attitudes toward the product, major features and characteristics of interest, and any known constraints that must be accommodated. Examples of stakeholder value include:

* improved productivity
* reduced rework
* cost savings
* streamlined business processes
* automation of previously manual tasks
* ability to perform entirely new tasks or functions
* conformance to current standards or regulations
* improved usability or reduced frustration level compared to current applications

Example:>

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Stakeholder** | **Major Value** | **Attitudes** | **Major Interests** | **Constraints** |
| executives | increased revenue | see product as avenue to 25% increase in market share | richer feature set than competitors; time to market | maximum budget = $1.4M |
| editors | fewer errors in work | highly receptive, but expect high usability | automatic error correction; ease of use; high reliability | must run on low-end workstations |
| legal aides | quick access to data | resistant unless product is keystroke-compatible with current system | ability to handle much larger database than current system; easy to learn | no budget for retraining |

## Project Priorities

<Describe the priorities among the project’s requirements, schedule, and budget. The table below may be helpful in identifying the parameters around the project’s key drivers (top priority objectives), constraints to work within, and dimensions that can be balanced against each other to achieve the drivers within the known constraints. For more information, see chapter 2 of Creating a Software Engineering Culture by Karl E. Wiegers (Dorset House, 1996). Examples:>

|  |  |  |  |
| --- | --- | --- | --- |
| **Dimension** | **Driver (state objective)** | **Constraint (state limits)** | **Degree of Freedom (state allowable range)** |
| Schedule | release 1.0 to be available by 10/1, release 1.1 by 12/1 |  |  |
| Features |  |  | 70-80% of high priority features must be included in release 1.0 |
| Quality |  |  | 90-95% of user acceptance tests must pass for release 1.0, 95-98% for release 1.1 |
| Staff |  | maximum team size is 6 developers + 4 testers |  |
| Cost |  |  | budget overrun up to 15% acceptable without executive review |

## Operating Environment

<Describe the environment in which the system will be used and define the major availability, reliability, performance, and integrity requirements. This information will significantly influence the definition of the system’s architecture. Consider questions such as:

* *Are the users widely distributed geographically or located close to each other? How many time zones are they in?*
* *When do the users in various locations need to access the system?*
* *Where is the data generated and used? How far apart are these locations? Does the data from multiple locations need to be combined?*
* *Are specific maximum response times known for accessing data that might be stored remotely?*
* *Can the users tolerate service interruptions or is continuous access to the system critical for the operation of their business?*
* *What access security controls and data protection requirements are needed?>*