**Functional Requirements Document (FRD)**

**Project Name:** Horilla Human Resources Management System  
**Version:** 1.0  
**Date:** 06/08/2025  
**Prepared by:** QA Team

**1. Project Overview**

The Horilla HR Management System is a web-based application designed to help HR departments streamline and manage employee-related operations including shift requests, work type changes, leave tracking, payroll, attendance, and performance reviews. It provides a centralized dashboard for all employee data, actions, and administrative functions.

**2. Functional Requirements**

The system must support the following core features:

**Employee Management:**

* View employee list, add new employees, and update personal details.

**Shift Requests:**

* Employees can submit requests to change or swap shifts.
* Admins can approve, reject, or assign rotating shifts.

**Work Type Requests:**

* Employees can request changes in their work schedule (e.g., part-time, hybrid).
* Status tracking: pending, approved, declined.

**Attendance:**

* Daily check-in/check-out.
* Dashboard to view attendance trends.

**Leave Requests:**

* Request sick leave, vacation, personal leave.
* Calendar integration for approved leaves.

**Payroll:**

* Automated salary calculations.
* Admin view of payslips and deductions.

**Performance Review:**

* Admin can evaluate employees based on KPIs.
* Archive of performance history.

**Notifications:**

* Alerts for pending actions (e.g., shift approvals, leave status).
* Email or in-app notification system.

**3. Non-Functional Requirements**

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| **Performance:** | System should respond within 2 seconds under normal load. |
| **Scalability:** | Must support growth in users, employees, and features. |
| **Security:** | Authentication required for access. Sensitive data encrypted. |
| **Availability:** | System should maintain 99% uptime (excluding planned maintenance). |
| **Usability:** | User interface must be intuitive and responsive on modern browsers. |
| **Compatibility:** | Fully functional on latest versions of Chrome, Firefox, and Edge. |
| **Maintainability:** | Code should be modular for easy maintenance and updates. |
| **Localization:** | Support for English interface; future plans for multilingual (Arabic, Hebrew). |

**4. Testing Scope**

**Manual Testing:**

* End-to-end test cases for each module and user role.
* UI/UX validation for consistency and responsiveness.
* Form input validation and business logic accuracy.

**Postman Testing:**

* Validate API endpoints for employee data, shift requests, leave forms, etc.
* Test POST, GET, PUT methods and error handling.
* Verify authorization headers and response codes.

**JMeter Testing:**

* Load testing for shift submission and attendance tracking.
* Stress testing for multiple simultaneous logins and requests.
* Monitor server behavior under traffic peaks.

**5. Assumptions & Constraints**

* Testing will occur on staging environment only.
* No production data will be used or modified.
* Admin and employee roles are predefined.
* System is desktop-only in this version.

**6. Tools Used**

* **Postman** – API functional testing
* **JMeter** – Load and stress testing
* **Jira** – Bug tracking and task management
* **TestRail / Excel** – Test case documentation
* **Microsoft office** – test reports documentation

**7. Deliverables**

* Approved Functional Requirements Document (FRD)
* Manual Test Cases
* Postman Collection (exported JSON)
* JMeter Load Test Reports
* Bug Reports documented in Jira