Nursing Adjunct Faculty Data Management Tool

***Product vision:*** *A web-based, interactive tool that facilitates the tracking, monitoring, and documentation of adjunct faculty that are employed by the Otterbein Nursing Program.*

# Product Backlog

## Initial webpage setup

**Priority:** High

**Effort Level:** High

Design and create an initial home page that components can be added onto later.

## Design database

**Priority:** High

**Effort Level:** Medium

Design the underlying database that will store the data which is entered by the user using the web interface.

## Implement database

**Priority:** High

**Effort Level:** Low

**Prerequisites:** Design database

Implement the database so that it can be used with the web app code.

## Login system

**Priority:** Medium

**Effort Level:** Medium

Implement a login system for users to access the database. Users should not be able to access the database without entering a correct username and password.

## Add account feature

**Priority**: Low

**Effort Level:** Low

As an administrative user, I want to be able to add user accounts so that other people I designate can use the web tool.

## Change password feature

**Priority:** Very Low

**Effort Level:** Medium

As a user, I want to be able to change my own password for the system in case I forget it or have a preference for a different password.

## Interface for entering information

**Priority:** High

**Effort Level:** Medium

As a user, I want to be able to enter data pertaining to an adjunct faculty member that will then be stored in the database and viewable with the web tool.

## Interface for uploading files

**Priority:** High

**Effort Level:** Medium

**Prerequisites:** Interface for entering information

As a user, I want to be able to upload scans of important documents as .pdf files to be stored within the database, such as resumes or certificates.

## Interface for viewing full list of data

**Priority:** High

**Effort Level:** Medium

As a user, I want to be able to view the full list of adjunct faculty members recorded in the system, with a synopsis of relevant information displayed by the names of each.

## Search for specific person’s entry

**Priority:** Medium

**Effort Level:** Low

As a user, I want to be able to search for a specific adjunct faculty member without having to look through the full list of data, by searching in a search bar for their name instead.

## Viewer for specific person's entry

**Priority:** Medium

**Effort Level:** Low

**Prerequisites:** Interface for viewing full list of data OR Search for specific person’s entry

As a user, I want to be able to click on an adjunct faculty member’s name and view all of their stored information on a single webpage, so that I can see all of their information all at once.

## Sort and display sorted data list

**Priority:** Medium

**Effort Level:** Low

**Prerequisites:** Interface for viewing full list of data

As a user, I want to be able to sort the full list of data by a specified piece of criterion other than the default order (alphabetical name order), so that I can prioritize certain entries or find certain entries easier.

## "Filter-by" support

**Priority:** Medium

**Effort Level:** Medium

**Prerequisites:** Interface for viewing full list of data

As a user, I want to be able to filter the list of data by a specific criterion or set of criteria, so that I only see data that is relevant to what I am looking for.

## Custom filter support

**Priority:** Low

**Effort Level:** Low/Medium

**Prerequisites:** “Filter-by” support

Add filtering options for users other than the ones provided by default. In other words, allow users to set their own custom parameters for filtering.

## Modify entry from entry page

**Priority:** Medium

**Effort Level:** Very Low/Low

**Prerequisites:** Viewer for specific person’s entry

As a user, I want to be able to modify an entry’s information from that entry page, in case I receive new information about that adjunct faculty member or notice a discrepancy in the current information.

## Delete entry from entry page

**Priority:** Low

**Effort Level:** Medium

**Prerequisites:** Viewer for specific person’s entry

As a user, I want to be able to delete an entry for an adjunct faculty member, in the event that that person has not been active at Otterbein for over ten years or there is otherwise no need to retain their information in the system.

## Generate report by filter option

**Priority:** Medium

**Effort Level:** Medium

**Prerequisites:** “Filter-by” support

As a user, I want to be able to generate a printable report of adjunct faculty members filtered and/or sorted by certain criteria, so that I can print that report and use it for purposes such as applying for program accreditation.

## Check license dates for expiry

**Priority:** Low/Medium

**Effort Level:** Low

**Prerequisites:** Interface for entering information AND Viewer for specific person’s entry

As a user, I want the system to check the expiry dates of the medical licenses of adjunct faculty members automatically, and then mark those entries so that I am visually notified when an expiration date is near or has passed.

## Mark entries as active or inactive

**Priority:** Low/Medium

**Effort Level:** Low

**Prerequisites:** Interface for viewing full list of data

As a user, I want the system to check the “last taught” dates of adjunct faculty members and automatically mark them as active or inactive based on whether it has been over a year since they last taught, so that I can know at a glance which faculty members are active and which are not.

## System for custom markings

**Priority:** Very Low

**Effort Level:** Medium

**Prerequisites:** Interface for viewing full list of data

As a user, I want to be able to define custom “checks” or markings that I can either assign manually or have the system assign automatically, so that I can more easily discern information about adjunct faculty members in the system at a glance.