# Introduction

This document contains the various activities we will do to implement the human resources management system.

We will be using the following process for the development

User Story -> User Experience -> Test Plan/Cases -> Design -> Software Construction-> Testing

# User Stories

1. As a HR Person I want to be able to see the leave record of a employee
2. As a HR Person I want to be able give a CTC and see what the potential take home salary will be
3. As a HR Person I want to be able to select a list of users for whom appraisals are due
4. As a HR Person I want to be able to find out the teams in which a particular employee has worked with in the period of appraisal (Note that period of appraisal or period of consideration could be the last year or the last quarter)
5. As a HR Person I want to be able to see who are all the people from whom feedback needs to be sought given an employee - 360 degree feedback -
6. Who are the persons the particular person reported to
   1. Who are the persons the particular person supervised
   2. Who are peers who have interacted with the person
7. As a HR Person I want to be able to get a report of all the person's activities for the period of appraisal
8. As a HR Person I want to be able to get a report of all the employees have given their notice period
9. As a HR Person I want to be able to see what is the attrition rate in the company, team, product
10. As a HR Person I want to be able to send self appraisal requests to all employees whose appraisals are due with Cc to their respective supervisors
11. As a HR Person I want to be able to quickly see who are the persons who have turned in their appraisals and who are yet to respond
12. As a HR Person I want to be able to send reminders to employees and supervisors who are yet to submit the appraisals/appraisal feedback
13. As a HR Person I want to be able to get particulars of a batch of people whose revisions are due as an Excel sheet
14. Particulars would be years of experience, team, supervisor, current CTC, ratings given by supervisor etc.
15. As a HR Person I want to be able to update the revised salary of a batch of employees whose revisions have been approved
16. As a HR Person, I want to be able to compare what were the action items that were discussed in the last appraisal period so that we can go to the meeting with a known agenda when we meet the employee
17. As an employee I want to know how much leave I have used, I am eligible for
18. As an employee I want to be able to apply for leave for a certain period
19. As an employee I want to apply for standard documents like salary certificate, company profile, Form 16 and have them within 2 days
20. As an employee I want to be able to submit the documents for my annual tax declaration in an easy way
21. As an employee I want to be able to get TDS due for this year
22. As an employee I want to have a place where I can find out what happened to the suggestions I gave and what actions have been taken on them
23. As an employee I want to know what are reports that have been recorded in the quarterly/annual appraisal meetings I have had so far
24. As an employee I want my compensation information to be private and confidential
25. As a supervisor I want to be able to see what are pending leave requests I have to approve and approve them
26. As a supervisor I want to be able to quickly check the leave history of an employee who has applied for leave
27. As a supervisor I want to be able to input comments about an employee performance on a on going basis
28. As a supervisor I want to be able to quickly verify that the experience letter for a candidate is correct
29. As a system administrator I want to be able to back up the data in the system so that if there is a disk crash I can restore the data from the back up
30. As a system administrator I want information to be revealed only on a need to know basis
31. As a system administrator I want all personally information on the disk to be stored in an encrypted form so that if there is a compromise of the system a casual scan of the disk cannot reveal personal information about people

# Deployment Model

As of now we have identified 3 deployment packages

1. Web Service
2. Web Application
3. Google Playstore apk