

Requirements

| ID | Requirement | Priority | Type |
|-----------|--|-----------------|-------------|
| R1 | The Tempus II system shall have a user login system with different roles and permissions (Project Resource, Supervisor, Client Representative, Admin) to manage and access different functionalities | High | Functional |
| R2 | The Tempus II system shall allow all employees to submit their hours worked | High | Functional |
| R3 | The Tempus II system shall require employees to add comments if they enter more hours than they previously set as their schedule | Medium | Functional |
| R4 | The Tempus II system shall allow users to enter their standard working hours/days | High | Functional |
| R5 | The Tempus II system shall have cost/billing at both the user and project level | High | Functional |
| R6 | The Tempus II system shall have a notifications system to alert users of any updates or changes to their timesheets or projects | High | Functional |
| R7 | The Tempus II system shall have a standard US calendar that contains holidays incorporated into the timesheet | High | Functional |
| R8 | The Tempus II system shall allow users to create custom calendars for specific clients. | Low | Functional |
| R9 | The Tempus II system shall have an audit log to track and record any changes or modifications made to the system | High | Functional |
| R10 | The Tempus II system shall have a cost rate comment feature that requires users to | Low | Functional |

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| | provide an explanation when modifying the cost rate for an employee on a project | | |
| R11 | The Tempus II system shall have a generic calendar with all holidays, including international holidays | Medium | Functional |
| R12 | The Tempus II system shall have saturday to be the last day and sunday be the first day of the timesheet period | High | Functional |
| R13 | The Tempus II system shall allow supervisors to reject/approve timesheets before they are sent to the client representative for final approval. If there is no supervisor assigned for the employee, the timesheet is sent directly to the client representative. | High | Functional |
| R14 | The Tempus II system shall notify the client representative when a timesheet is awaiting approval | High | Functional |
| R15 | The Tempus II system shall prompt users for confirmation when they fill out hours for holidays | Medium | Functional |
| R16 | The Tempus II system shall allow the client representative to see and approve timesheets that are awaiting approval | High | Functional |
| R17 | The Tempus II system shall notify the supervisor when there are timesheets that are awaiting approval | High | Functional |
| R18 | The Tempus II system shall ensure that supervisor timesheets only require approval from the client representative | High | Functional |

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| R19 | The Tempus II system shall not allow timesheets to be edited after they have been audited/billed | High | Functional |
| R20 | The Tempus II system shall be capable of modifying a user's role/permissions | High | Functional |
| R21 | The Tempus II system shall allow the administrator?? to create reports with specific date | High | Functional |
| R22 | The Tempus II system shall allow reports to be filtered at the project and user level. | High | Functional |