****

Project Management System

User Requirement Specification

Project Code: PMS

Document Code: PMS\_UR– v1.0

**Fpt University HCMC**

**May 27th 2012**

# 1 Record of change

\*A - Added M - Modified D - Deleted

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Effective Date | Changed Items | A\* M, D | Change Description | New Version |
| 27/05/2012 | Initial | A | Add project overview | 1.0 |
| 31/05/2012 | Update | A | User requirement | 1.0 |
|  |  |  |  |  |

# 2 SIGNATURE PAGE

ORIGINATOR: **Ngo Duc Duy** May 27th, 2012

Developer

REVIEWERS: **Pham Nguyen Truong Giang** May 31st, 2012

Developer

APPROVAL: **Le Ngoc Thach** Jun 3rd, 2012

Project Manager

Contents

[1 Record of change 2](#_Toc326243608)

[2 SIGNATURE PAGE 2](#_Toc326243609)

[Overview OOPMS User requirement 4](#_Toc326243610)

[1. Dashboard 4](#_Toc326243611)

[2. Planner 4](#_Toc326243612)

[3. Report 4](#_Toc326243613)

[4. Project Eye 4](#_Toc326243614)

[5. Timesheet 6](#_Toc326243615)

[6. DMS 6](#_Toc326243616)

[7. Admin 6](#_Toc326243617)

[8. Requirements 7](#_Toc326243618)

## Overview OOPMS User requirement

This section of the document describes all the functions that the PMS application shall provide accordingly to user requirements.

## Dashboard

This function provides brief information about all projects in the system:

* Provide overall information about projects ‘status including name, health, cost, progress, quality, efficiency, date, effort.
* Allow user to filter projects by status, category, date, cost, progress, efficiency.
* Allow user to sort projects by name, date, project manager.
* Provide link to project detail information and export feature.

## Planner

This function allow user to keep track of tasks, progress of project:

* Allow project manager to manage tasks: add new task, update, delete, assign, monitor progress, completeness rate, and date.
* Feature filter projects by status, assigned to.
* Allow user to sort status, date, assigned to.
* Import feature using Microsoft Project and export report.
* Team members can update tasks’ progress.

## Report

This function provides report features:

* Project information
* Planner
* DMS
* Timesheet

## Project Eye

This function allows Admin and Project Manager to create new project, edit a project’s information. The function also provides Admin with search function to help them quickly find a project.

**4.1 Manage User**

This function provides Admin with the ability manage users of the PMS system. This function includes search users, create user, and edit user’s information and status.

**4.2 Manage Project Team**

This function provides Admin and Project Manager the ability to manage a project’s team. This function includes search users to add to project’s team, change team member’s role, and remove member from project’s team.

**4.3 Manage Project Module**

This function provides Admin and Project Manager the ability to manage a project’s modules usage. This function will help admin and project manager to choose what modules they want to use in a project.

Here is the list of modules:

* Time Sheet
* Project Planner
* Defect Management
* Report
* Requirement Management
* Risk, Issue Management
* Change Request Management
* Cost Management

**4.4 Change User’s Information**

This function provides users of PMS system the ability to change their user’s information. This also includes changing password function.

**Reset Password**

This function will help users of PMS system when they forget their password. Users provide their username and this function will reset and send their password to their Email in user’s information.

**4.5 Manage Cost**

This function provides Project Managers the ability to control a project’s finance. This function will help them manage budget and tracking expense daily. It also alarms them when their project will be over budget at the time they planning the project’s expense. Project Managers can defy their project’s buffer, the Manage Cost module will notice them the status of the current buffer.

**4.6 Manage Product**

This function provides Project Manager and Team Member the ability to control a project’s products. Project Manager and Team Member can add, modify and delete products.

**4.7 Manage Work Order**

This function provides Project Manager the ability to control a project’s stage and deliverables’ schedule. Project Managers can set how many stages a project has and their duration. They can also set when and which product to deliver in each stage.

**4.8 Manage Risk, Issue, Change Request**

This function provides Project Manager and Team Member the ability to control a project’s risk, issue and change request. They can add, modify and delete risk, issue and change request.

## Timesheet

This function allows manager to keep track of time and effort:

* Allow project manager to monitor timework and effort of team member.
* Feature filter projects by date, status, project.
* Team members can log timesheet as their works daily or weekly.

## DMS

This function allows manager to keep track of defects:

* Allow project manager to monitor defect and fix bug effort of team.
* Feature filter projects by date, status, and project, creator, assigned to.
* Team members can update defect status.

## Admin

**7.1 Admin**

* Manage Project
* Manage User
* Manage Project Team
* Manage Project Module

**7.2 User**

* Change User’s Information
* Reset Password
* Manage Project
* Manage Project Team
* Manage Project Module
* Manage Cost
* Manage Product
* Manage Work Order
* Manage Risk, Issue, Change Request

## Requirements

* Managing feature enables user to store and manage their requirement documents.
* Including: Add, update, remove
* User interface allows user to sort requirement by type, date, priority.
* Display completeness rate updated by user.