**Allied World Healthcare - ImpactLaunch.Space Requirements Overview**

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# Basic Functions (To be done by Acceptance)

## Requirement 1: Registration (With Administration)

- A user can register as an individual or on behalf of an organization.

- If register as **Individual**:

o A user chooses a username, enters a valid email address and a password. The system will check if there is an existing username and email address in the database.

o A user can choose to be part of an existing organization by typing in a search bar. The organization will verify the authenticity of the employee.

o A user specifies his skillset and uploads his supporting documents.

o A user specifies the field that he is interested in (can be multiple fields)

o A user can add normal profile features such as profile picture, a short bio, contact details. For these information, user can defer completion of their profile until a later date but will have to accept standard terms and conditions of the service/application before any request can be processed.

- If register as **Organization**:

o A user MUST use the official name of the organization/company as the username, and registers with an official email address. The system will check if there is an existing organization in the database.

o The user will be the default owner of the Organization profile.

o The system administrator will determine the authenticity of the company. If valid, account is created.

o The user specifies the fields that his organization is interested in.

o The user specifies the resources that his organization can provide.

o A user can add normal profile features such as profile picture, a company bio, contact details. For these information, user can defer completion of their profile until a later date but will have to accept standard terms and conditions of the service/application before any request can be processed.

- A user can align their profile to either:

1) Needing support (requesting time or resources from others)

2) Offering supporting (willing to give time or resources to others)

- Both

\*Headhunting: Companies reaching out to individuals. Let the individual decide of they want to be sourced out

\*Register your account first as a user then align yourself to the company. Maybe automatically add but the company will get a notification

\*Check company, registered address, country. More fields and details. Follow linkedin.

\*Check email, make sure it is the real email confirmation

## Requirement 2: Login/Logout (with dashboard)

- A user will login with his Username and Password

- Upon success, the user will see a welcome message along with the dashboard.

- Upon failure, the app outputs a proper message and requests the user to login again.

\*Maximum number of attempts for login, forgot password, keep me signed in, remember password

## Requirement 3: Amend Profile

- Users will have the ability to amend their profile at any time.

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## Requirement 4: Create Project

From within their Profile, users needing support will be able to create a Project.

- A user chooses a name of the project, a description, a purpose, timeline and location.

- A user chooses from a drop-down list the social impact field(s) that this project is targeting.

- If a user is a member of an organization, he can select if he wants to create it under the organization. Otherwise, the project will be considered as an individual project.

- A user will be able to specify and add the resource requirements.

- The system will accept resource requests from other users interested.

- A user can select if he wants the project to be ‘open’ or hidden’.

o Open: Open projects will go into a ‘directory’ of live projects where they can be searched/refined by their characteristics (e.g. sector, location, timeline)

o Closed: Closed projects will not be displayed in the directory, and can only be accessed if the user sends you an invite.

- A user can block specific individuals from viewing the project via a ‘banlist’.

- Once done, a user can publish the project and it will be ‘live’.

- A project only starts (label it as active) when all the resources have been gathered.

\*With about 80% the project resources gathered, the project can begin and become active. The project owner can decide

\*When the project is active, still can add resources (new use case, edit project)

\*Use colour coding for project status. Limit the features and tools. File upload for PDF and diagrams.

\*Private projects seen by certain people only

\*Organisation page will display the list of projects, both open and hidden

* Including ratings and reviews

\*Hidden 2 modes, hidden to all, or hidden to outsiders

## Requirement 5: Create Resource Offering

From within their Profile, users offering support will be able to create to select what they or their organization can offer.

- A user selects a category from a drop-down list and enters a detailed description of what they are offering.

Eg: **Category**: Software **Description**: Microsoft Azure Cloud Hosting

- Admins can add more skillsets and categories\*

- A user provides any conditions that they might have.

- A user can specify the social impact field that he may be interested

- Once done, a user publishes the resource offering.

\*Headhunting: There should be confidentiality, no full names, no contact information and prevent spam (rethink). Friend request with a message? (another use case, companies to find users).

\*The user can specify if he wants to be hidden (especially on active projects). Other users cannot see the full names of people in a project (maybe first name, first letter of surname)

\*Take note of unique name for messaging if we’re using the above due to many similar names (unique username upon registration).

\*Sign in should be able to use username and password/ email and password

**Requirement 5.5: Search Resource Offering**

From within the dashboard, project manager who needs support are able to select from a directory a list of resource offerings that is generated from the project resource needed. The project manager will be able to send request to the resources to invite them onto the project.

## Requirement 6: Create Resource Request Offer

A user can view all the ‘live’ projects in the directory and selects those that he wants to support. From the project page,

- A user views the project and chooses which resource he would like to contribute to.

- If it is an existing resource offering that he has created, he will be able to choose it from a dropdown list

- If not, he can create a resource offering, which will then be added to the dropdown list.

- A user may add a personal note to the organization.

- Once done, the user sends the resource request offer.

(use tiles instead of DDL)

\*Does the user see all the projects, or he only sees those related to him? Yes see everything. Organize it by relevance and priority from most to least.

## Requirement 7: Match Project Resources to Proje*cts (Secondary?)*

Other than viewing the directory of live projects, the system will match characteristics of projects to support, and send an email to users offering support, matched to their resource offering.

The user offering the resource will be offered a list of possible matches and possible matches notified.

The emails will include information such as the top 10 projects the user may be interested in. This will be based on the user’s preferences. External services will be used such as AWS, Mailchimp?

The user can choose what he/she prefers to see through the use of check boxes (can check and the emails will show projects that require A or A and B). Those that are more relevant will be on top.

\*User homepage and email will have matching (should see suggested projects they might be interested in etc)

## Requirement 8: Accept or Reject Project Resource Offering

- A user/organization views the resource offering request and accepts or rejects the support.

- If the user has more questions for the person offering the resource, he may start a message conversation to go into further discussions.

- The resource offering request will always be present until the user either accepts or rejects the support.

- Having accepted system terms and Conditions and negotiated any additional T&Cs, the user providing the resource can accept to finalize the contract.

- On acceptance, the resource is committed to the project and the resource availability and the project need are linked and made unavailable to other offers.

# Secondary Functions

## Requirement 9: Manage Project

All users will be able to access a page from the dashboard where they can see all their live projects (hidden or unhidden) and choose to visit a project management space.

In the project management space, a user will be able to see:

- If the project is Active/Inactive, and if inactive what else is needed for it to become active

- All the stakeholders involved in the project (Resource Offerees, Project collaborators etc)

- A progress bar of the project, with key milestones

- A list of tasks to be completed and tasks that have already been done

- Group chat

- Calendars

- An integrated project management tool such as Trello

- A document management system

**When all the resources have been found and the project has officially begun, the contract is binding.**

\*Rocket chat

\* 2 iterations?

\*Remove people from project

## Requirement 10: Stopping the Project

If the project comes to a halt, what will happen to the project status? The project manager will decide. Can the project manager delete the project after it has started? Yes. But it should not be as easy as deleting the button. Must all agree? Submit an application and then the admin has the power to vet and then confirm (For example, this would be similar to that of Airbnb. If the customer/host suddenly cancels, you can leave a feedback). As such, there will be automated feedback posts. Feedback for that project with the time stamp. For the project manager will have automated feedback. Users will know.

This simply means that be it for the users, the people who sign in for a project or the project managers that posted a project, whenever someone wants to cancel or leave, there will be feedback given and it will be there. As such, any form of bad records can be easily viewed.

\*User can also decide if they want to stop project (there will be feedback)

\*Leaving the project there but not ending it, a stagnant project. Should be blacklisted. Not in our control?

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## Requirement 11: Dashboard (before midterms!!!!!!!)

## Requirement 12: Providing Feedback

## Requirement 13: Generating Reports(for super admin - part of 14)

-We can use an open source for the generating of reports

-The information is for the system administrator. For example, how many projects have been newly posted, how many have started this week etc.

-Should the reports be on the platform or exported? It should be found in the administrator console. It should be displayed within the system and a PDF should also be able to be generated.

\*google analytics (tertiary)

## Requirement 14: Service Administration (with registration requirement)

-There will be super admins that can create admins. These admins will not have the function of creating more admins as only the super admin should be able to do so. The super admin will turn off this function for the other normal admins.

-The normal admins basically have lowered functionalities. They can still do things like block users, reset passwords, manage feedback etc.

-We need to work around the plugins and the widgets in order to look into where the data is being stored and to ensure that they aren’t being exported and abused.

**Requirement 1: Registration**

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