

Document 1: Business Case Document Template

Project Initiation:

The NICE ACTIMIZE project was initiated to address the current inefficiencies and inaccuracies of the application. By creating a secure, user-friendly portal, the project aims to streamline the screening of the alerts, reduce errors, ultimately enhancing the overall efficiency and satisfaction of the analysts using it.

Current Problems:

The current version of the software is slow, time-consuming to perform each alert, and prone to errors, leading to significant inefficiencies for the analysts using it. Generating comprehensive and real time transaction reports is challenging. These issues result in frustration and decreased productivity for the makers and checkers.

Problem Solution:

Enhancing the NICE ACTIMIZE, into a secure portal, will address the current inefficiencies. The portal will:

- **Latency Improvement :** Getting a faster response from the application , so that high volume alerts can be addressed easily.
- **Enhance Accuracy:** Minimize errors with automated checks and validations.
- **Improve Reporting:** Provide easy access to comprehensive and timely reports.
- **Enable Remote Access:** Allow the analysts to enter and manage the high risk alerts from any location, increasing flexibility and convenience.

Required Resources:

The successful implementation of the project will require resources including:

1. Human Resources

- **Project Manager:** Oversees the project.
- **Business Analyst:** Gathers and analyzes requirements.
- **Developers:** Build the portal.
- **UI/UX Designers:** Design user interfaces.
- **Testers:** Ensure functionality and reliability.
- **IT Support:** Handle deployment and support.

- **Trainers:** Provide user training.

2. Technical Resources

- **Development Tools**
- **Design Tools**
- **Testing Tools**
- **Hosting Infrastructure:** Servers, database systems.
- **Security Tools:** Data protection software.

3. Financial Resources

- **Budget:** For salaries, software licenses, hardware, and training materials.

4. Physical Resources

- **Workspace:** Offices or remote setups.
- **Hardware:** Computers, servers, networking equipment.

5. Documentation and Training Materials

- **User Manuals:** Guides for portal use.
- **Training Programs:** Structured training sessions

Organizational Change:

1. Process Changes

- **Automated Reporting:** Reports and data analysis are generated automatically.

2. Training and Support

- **User Training:** Comprehensive training for the analysts using the application.
- **Ongoing Support:** Dedicated support team for user assistance.

3. Roles and Responsibilities

- **New Roles:** Potential creation of Leads/SMEs to improve the process.

- Adjusted Roles: Functional lead and project manager incorporate portal usage into daily tasks.

4. Communication and Collaboration

- Enhanced Communication: Improved channels between analysts and the client on- shore.
- Stakeholder Involvement: Increased involvement in planning and rollout.

5. Technology Integration

- IT Infrastructure: Upgrading to support the project.
- Data Management: New protocols for data entry, storage, and security.

ROI Timeframe:

The expected ROI timeframe for NICE ACTIMIZE is approximately 12-24 months, with tangible benefits and cost savings becoming evident within the first year and full ROI realized by the end of the second year.

Stakeholder Identification:

1. Executive Sponsor – Chief Compliance Officer
2. Business Owner – AML Operations Lead
3. Project Manager – PMO
4. Business Analyst
5. IT Integration Lead & QA/Test Lead
6. NICE Actimize Professional Services (vendor)

Project Team

- **Project Manager:** Leads the project, ensuring it stays on schedule and within budget.
- **Business Analyst:** Gathers requirements and ensures they meet stakeholders' needs.
- **Developers:** Design and build the ACTIMIZE portal.
- **UI/UX Designers:** Create an intuitive and user-friendly interface.
- **Testers:** Ensure the portal is functional and free of defects.

Document 2: Business Analyst Approach Strategy

1. Project Initiation:

- Understand the project objectives, scope, and constraints.
- Identify key stakeholders and establish communication channels.
- Conduct a preliminary assessment of business needs and requirements.

2. Elicitation Techniques:

Interviews

- Conduct one-on-one interviews with teachers, administrators, and IT staff to gather detailed requirements and insights.

Surveys and Questionnaires

- Distribute surveys to a larger group of stakeholders, including teachers and parents, to collect quantitative data on needs and expectations.

Focus Groups

- Organize focus group sessions with teachers and administrators to discuss challenges and potential solutions collaboratively.

Workshops

- Facilitate workshops with key stakeholders to brainstorm ideas, define requirements, and prioritize features.

Observation

- Observe teachers during their marks entry process to understand their workflows, pain points, and areas for improvement.

Document Analysis

- Review existing documentation, such as grading policies, current systems, and workflow diagrams, to understand the current state and identify gaps.

Prototyping

- Develop and present prototypes of the GradeHub portal to stakeholders for feedback and refinement of requirements.

Brainstorming

- Conduct brainstorming sessions with the project team and stakeholders to generate ideas and identify innovative solutions.

3. Stakeholder Analysis using RACI/ILS:

- Identify stakeholders and their roles using RACI (Responsible, Accountable, Consulted, Informed) or ILS (Influencer, Leader, Supporter) matrices.

- Determine each stakeholder's level of involvement and expectations regarding the project.
- Need to use this analysis to allocate responsibilities, manage expectations, and ensure effective communication.

Stakeholder	Responsible (R)	Accountable (A)	Consulted (C)	Informed (I)
Functional Manager	R		C	I
IT Staff	R		C	I
Vendors	R			I
Project Manager	R	A		
Business Analyst	R			
UI/UX Designers	R			
Testers	R			
Trainers	R			

4. Documents to Write:

- Business Requirements Document (BRD)
- Functional Requirements Specification (FRS)
- Use Case Documents
- User Stories
- Test Plan
- User Acceptance Testing (UAT) Plan
- Training Materials
- Project Management Plan

5. Document Sign-off Process:

- Share draft documents with stakeholders for review and feedback.
- Incorporate feedback and revisions as necessary.
- Obtain formal sign-off from stakeholders indicating their acceptance of the documents.
- Maintain version control to track changes and updates.

6. Client Approvals:

- Present finalized documents to the client for approval.
- Provide explanations and clarifications as needed to ensure understanding.
- Obtain formal approval from the client through signed agreements or email confirmation.

7. Communication Channels:

- Establish regular meetings with stakeholders to discuss project progress, issues, and updates.
- Utilize email, project management software, and collaboration tools for asynchronous communication.
- Maintain an open-door policy for stakeholders to raise concerns or provide feedback.

8. Change Request Handling:

- Establish a formal change management process to capture, assess, and prioritize change requests.
- Evaluate the impact of proposed changes on scope, timeline, and budget.
- Obtain approval from the Change Control Board before implementing changes.

9. Progress Reporting to Stakeholders:

- Provide regular updates on project milestones, deliverables, and risks.
- Use status reports, dashboards, and presentations to communicate progress effectively.
- Highlight achievements, challenges, and upcoming tasks to keep stakeholders informed.

10. UAT - Client Project Acceptance:

- Coordinate User Acceptance Testing (UAT) with the client to validate that the software meets requirements.
- Provide clear instructions and test cases for the client to execute during UAT.
- Obtain sign-off on the UAT - Client Project Acceptance Form once the client confirms satisfaction with the software functionality.

Document 3- Functional Specifications

Project Name	Customer Risk Management Application
Application Name	NICE ACTIMIZE
Project Version	1.0
Project Sponsor	PRODUCT owner company
Project Manager	Vivek Mishra
Project Initiation Date	01/06/2025

Functional Specifications:

Req ID	Req Name	Req Description	Priority
FR0001	User Authentication and Authorization	The system shall provide secure login functionality for the users.	10
FR0002	Role-Based Access Control	The system shall allow role-based access control, restricting functionalities based on user roles.	9
FR0003	DATA Entry	The system shall allow analysts to enter customer data for various alerts and assessments when its open	9
FR0004	DATA Update	The system shall enable makers to update and correct customer data.	8
FR0005	Bulk data Entry	The system shall provide bulk data entry functionality for efficiency.	7

FR0006	RISK ASSESSMENT	The system shall automatically calculate the risk based on entered data and predefined acceptance criteria.	9
FR0007	SCREENING Reports	The system shall generate individual reports for single hits and combined reports.	8
FR0008	Export Reports	The system shall allow exporting reports in multiple formats (PDF, Excel).	7
FR0009	Data Validation	The system shall validate the results to ensure they are within acceptable ranges.	10
FR0010	Error Handling	The system shall provide error messages and prompts for invalid data entries.	9
FR0011	Data Encryption	The system shall encrypt sensitive data to ensure confidentiality.	10
FR0012	Audit Trail	The system shall maintain an audit trail of all changes made to marks and grades.	9
FR0013	User-Friendly Interface	The system shall provide a user-friendly interface for entering, viewing, and managing alerts.	10
FR0014	Multi-Device Accessibility	The system shall be accessible via multiple devices, including desktops, tablets, and smartphones.	8
FR0015	Notifications	The system shall send notifications to all the users for pending tasks or deadlines.	7
FR0016	Alerts	The system shall alert users of any discrepancies or errors in entered data.	8

			9
FR0018	API Support	The system shall support API integration for future scalability.	9
FR0019	Help Section	The system shall include a help section with user guides and FAQs.	8
FR0020	Technical Support	The system shall provide access to technical support for troubleshooting.	8
FR0021	Compliance	The system shall comply with relevant data protection and privacy regulations.	10
FR0022	Compliance Reporting	The system shall generate compliance reports for regulatory bodies.	9
FR0023	Training Material Access	The system shall provide access to training materials for users.	7
FR0024	User Feedback	The system shall allow users to provide feedback on the portal's functionality.	8
FR0025	Auto Logout	The system shall automatically log out users if the portal is open for a long time and is not active.	10

Document 4- Requirement Traceability Matrix

Req ID	Req Name	Req Description	Design	D1	T1	D2	T2	UAT	Priority
--------	----------	-----------------	--------	----	----	----	----	-----	----------

FR0001	User Authentication and Authorization	The system shall provide secure login functionality	Yes	Completed	Completed	Yes	Yes	Pending	10
FR0009	Data Validation	The system shall validate data entries to ensure they	Yes	Completed	Completed	Yes	Yes	Pending	10

		are within acceptable ranges.							
FR0011	Data Encryption	The system shall encrypt sensitive data to ensure confidentiality.	Yes	Completed	Completed	Yes	Yes	Pending	10
FR0013	User-Friendly Interface	The system shall provide a user-friendly interface for entering, viewing, and managing marks.	Yes	Completed	Completed	Yes	Yes	Pending	10
FR0018	API Support	The system shall support API integration for future scalability.	Yes	Completed	Completed	Yes	Yes	Pending	10
FR0025	Auto Logout	The system shall automatically log out users if the portal is open for a long time and is not active.	Yes	Completed	Completed	Yes	Yes	Pending	10

FR0002	Role-Based Access Control	The system shall allow role-based access control, restricting functionalities based on user roles.	Yes	Completed	Completed	Yes	Yes	Pending	9
FR0006	False Positive Calculation	The system shall automatically calculate the percentage of false positive with a Hit	Yes	Completed	Completed	Yes	Yes	Pending	9

FR0012	Audit Trail	The system shall maintain an audit trail of all changes made to marks and grades.	Yes	Completed	Completed	Yes	Yes	Pending	9
FR0017	CIS Integration	The system shall integrate with the existing Customer information system (CIS) for seamless data exchange.	Yes	Completed	Pending	Yes	Pending	Pending	9
FR0021	Compliance	The system shall comply with relevant data protection and privacy regulations.	Yes	Completed	Completed	Yes	Yes	Pending	9

FR0022	Compliance reporting	The system shall generate compliance reports for regulatory bodies.	Yes	Completed	Pending	Yes	Pending	Pending	9
FR0003	Data Entry	The system shall allow makers and checkers to enter student marks for various subjects and assessments.	Yes	Completed	Pending	Yes	Pending	Pending	8
FR0004	Data Update	The system shall enable users to update and correct marks entries.	Yes	Completed	Pending	Yes	Pending	Pending	8
FR0007	Risk Rating	The system	Yes	Complete	Pending	Yes	Pending	Pending	8

	Reports	shall generate risk reports depending on hits.							
FR0014	Multi-Device Access	The system shall be accessible via multiple devices, including desktops, tablets, and smartphones.	Yes	Complete	Pending	Yes	Pending	Pending	8
FR0020	Technical Support	The system shall provide access to technical support for troubleshooting.	Yes	Completed	Pending	Yes	Pending	Pending	8

FR0024	User Feedback	The system shall allow users to provide feedback on the portal's functionality.	Yes	Completed	Pending	Yes	Pending	Pending	8
FR0005	Bulk Entry	The system shall provide bulk entry functionality for efficiency.	Yes	Pending	Pending	Yes	Pending	Pending	7
FR0008	Export Reports	The system shall allow exporting reports in multiple formats (PDF, Excel).	Yes	Pending	Pending	Yes	Pending	Pending	7
FR0010	Error Handling	The system shall provide error messages and prompts for	Yes	Pending	Pending	Yes	Pending	Pending	7
		invalid data entries.							
FR0015	Notification	The system shall send notifications to teachers and administrators for pending tasks or deadlines.	Yes	Pending	Pending	Yes	Pending	Pending	7
FR0016	Alerts	The system shall alert users of any discrepancies or errors in marks entries.	Yes	Pending	Pending	Yes	Pending	Pending	7

FR0019	Help Section	The system shall include a help section with user guides and FAQs.	Yes	Pending	Pending	Yes	Pending	Pending	7
FR0023	Product Help Access	The system shall provide access to help and support to users.	Yes	Pending	Pending	Yes	Pending	Pending	7

Document 5- BRD Template

NICE ACTIMIZE – SANCTIONS SCREENING

LMS_COEPD_2025

Version 1.0

DEBADRITA

DAS

Contents

1. Document Revisions.	23
2. Approvals.	24
3. RASCI Chart for This Document	25
Codes Used in RASCI Chart	25
RASCI Chart.....	25
4. Introduction.	26
4.1. Business Goals.	26
4.2. Business Objectives.	26
4.3. Business Rules.	26
4.4. Background.	26
4.5. Project Objective	27
4.6. Project Scope	27
4.6.1. In Scope Functionality	28
4.6.2. Out Scope Functionality.....	28
5. Assumptions.	29
6. Constraints.	29
7. Risks.	29
Technological Risks.	29
Skills Risks.	29
Political Risks.	29
Business Risks.	29
Requirements Risks.	30

Other Risks	30
8. Business Process Overview	30
8.1. Legacy System (AS-IS)	30
8.2. Proposed Recommendations (TO-BE)	31
9. Business Requirements	31
10. Appendices.	32
10.1. List of Acronyms	34
10.2. Glossary of Terms.	34
10.3. Related Documents	34

1. Document Revisions

Revision Number	Date	Author	Description of Changes	Reviewer	Approval Date
0.1	14/06/24	Debadrita das	Initial draft of the project documentation	XYZ	15/06/24
0.2	20/06/24	Debadrita das	Added project objectives and success criteria	XYZ	21/06/24
0.3	25/06/24	Debadrita das	Included stakeholder analysis and elicitation techniques	XYZ	26/06/24
0.4	30/06/24	Debadrita das	Completed functional requirements and requirement traceability matrix	XYZ	01/07/24
0.5	05/07/24	Debadrita	Updated priority and status in requirement traceability matrix	XYZ	06/07/24

		das			
0.6	15/07/24	Debadrita das	Added Detailed Business Requirements	XYZ	16/07/24
0.7	20/07/24	Debadrita das	Incorporated Appendices and finalized document	XYZ	21/07/24

0.8	25/07/24	Debadrita das	Final review and formatting adjustments	XYZ	26/07/24
-----	----------	------------------	--	-----	----------

2. Approvals

Role	Name	Signature	Date
Project Sponsor	Sarah Johnson	[Signature]	15/06/24
Business Owner	Atul T	[Signature]	15/06/24
Project Manager	John Doe	[Signature]	15/06/24
Business Analyst	Shital More	[Signature]	16/06/24
Technical Lead	Anand Kumar	[Signature]	16/06/24
Quality Assurance Lead	Priya J	[Signature]	17/06/24
Stakeholder Representative	Ashwini	[Signature]	18/06/24
IT Department Head	Lisa Anderson	[Signature]	18/06/24

3. RASCI Chart for This Document

Codes Used in RASCI Chart:

- R: Responsible
- A: Accountable

- C: Consulted
- I: Informed

Stakeholder	Responsible (R)	Accountable (A)	Consulted (C)	Informed (I)
IT Staff	R		C	I
Vendors	R			I
Project Manager	R	A		
Business Analyst	R			
UI/UX Designers	R			

Testers	R			
Trainers	R			

In this RASCI Chart:

- School Administration is Accountable and has ultimate authority (Authorize) for any changes to the document.
- Teachers, IT staff, Vendors Project Manager, Business Analyst UI/UX Designers, Testers, Trainers are Responsible for their respective roles.
- School Administration is Responsible for Authorizing the document and Informs all stakeholders.
- Project Manager is Accountable for the document.
- School Administration ,Teachers, IT staff, School Board, Department of Education are Consulted during the document process.

1.1. Business Goals

The primary goals of GradeHub are to streamline the marks entry process for teachers, ensuring efficiency and accuracy. By providing robust reporting tools and ensuring regulatory compliance, the portal enhances data integrity and security. GradeHub aims to improve user accessibility across devices and integrate seamlessly with existing systems. Additionally, the portal is designed to be scalable for future growth, ultimately enhancing user satisfaction through reliable performance and responsive support.

1.2. Business Objectives

Streamline Marks Entry: Halve the time teachers spend on inputting and managing student marks.

Enhance Data Accuracy: Reduce data entry errors by 75% through automated validation.

Facilitate Reporting: Enable quick generation of detailed performance reports.

Ensure Compliance: Maintain educational and data protection regulation compliance.

Increase Accessibility: Achieve 90% user satisfaction for multi-device functionality.

Integrate Systems: Seamlessly connect with the existing Student Information System (SIS).

Improve Satisfaction: Reach at least 85% user satisfaction with intuitive and efficient design.

Support Scalability: Handle double the user load and data volume over five years without performance issues.

1.3. Business Rules

Role-Based Access Control: Users can access only the functionalities and data relevant to their roles (e.g., teachers, administrators).

Data Validation: All marks entries must pass automated validation checks to ensure they are within acceptable ranges before being saved.

Automatic Logout: Users will be automatically logged out after a specified period of inactivity to maintain security.

1.4. Background

In many schools, the process of entering, managing, and reporting student marks is often time-consuming and prone to errors due to manual handling and disparate systems. Teachers spend significant amounts of time on administrative tasks, detracting from their primary focus on teaching. Additionally, maintaining data accuracy and complying with educational regulations and data protection standards pose ongoing challenges. To address these issues, the GradeHub project aims to develop a comprehensive and user-friendly portal that streamlines the marks entry process, ensures data integrity, and enhances overall efficiency for educators and administrators. This project will integrate seamlessly with existing systems and support future scalability, ultimately improving user satisfaction and operational effectiveness within educational institutions.

1.5. Project Objective

Build a Responsive UI: Develop a responsive and user-friendly interface that works seamlessly across desktops, tablets, and smartphones.

Implement Secure Authentication: Integrate secure user authentication and role-based access control to protect user data and ensure proper authorization.

Ensure Robust Data Validation: Create and incorporate automated data validation processes to ensure the accuracy and integrity of marks entry.

Develop Comprehensive Reporting Tools: Implement tools for generating customizable reports on student performance and grades.

Facilitate SIS Integration: Achieve seamless integration with the existing Student Information System (SIS) to enable smooth data exchange and reduce redundancy.

Optimize Performance and Scalability: Design the system to handle increased data volumes and user loads without compromising performance, ensuring scalability for future growth.

Implement Automated Logout: Develop functionality to automatically log out users after a specified period of inactivity to enhance security.

Provide API Support: Develop APIs to allow for future scalability and integration with additional educational tools and systems.

Conduct Thorough Testing: Ensure rigorous testing (unit, integration, system, and user acceptance testing) to deliver a high-quality, bug-free product.

Enable Multi-Language Support: Incorporate support for multiple languages to cater to a diverse user base.

1.6. Project Scope

The project scope outlines the boundaries and deliverables of the GradeHub project. It defines what features and functionalities will be included in the final product and what aspects are considered out of scope. The project scope encompasses both the in-scope functionality that will be developed as part of the project and the out-of-scope functionality that will not be addressed.

1.6.1. In Scope Functionality

User Authentication and Authorization: Secure login and role-based access control.

Marks Entry and Management: Functions for entering, updating, and managing student marks.

Data Validation: Automated checks to ensure marks accuracy.

Reporting Tools: Customizable performance and grade reports.

Integration with SIS: Seamless integration with the existing Student Information System.

User Interface (UI): Responsive design for desktops, tablets, and smartphones.

Security Measures: Data encryption, audit trails, and automatic logout.

Multi-Language Support: Support for multiple languages.

Training and Support: User guides, training materials, and technical support.

Scalability: Design for increased data volumes and user loads.

API Development: APIs for future integrations with other educational tools.

1.6.2. Out Scope Functionality

Hardware Procurement: No hardware for end-users.

Legacy System Overhaul: No major upgrades to existing systems beyond SIS integration.

Non-Educational Integrations: No integration with unrelated third-party systems.

Extended Customization: No customizations outside predefined features.

2. Assumptions

1. **User Readiness:** All users have basic computer literacy and are willing to adopt the new system.
2. **SIS Integration:** The existing Student Information System (SIS) has stable APIs for seamless integration.

3. Constraints

1. **Budget:** Project must stay within the allocated budget.
2. **Timeline:** Project must be completed within six months

4. Risks

Technological Risks:

- **Integration Challenges:** Difficulty in integrating GradeHub with existing school management systems.
- **Scalability:** Ensuring that the portal can handle large volumes of data and users simultaneously.
- **Data Security:** Protecting sensitive student information from breaches and unauthorized access.
- **Reliability and Uptime:** Ensuring the system is robust and consistently available.
- **Technology Obsolescence:** The chosen technology stack becoming outdated quickly.

Skill Risk

- **Technical Expertise:** Availability of skilled developers and IT staff proficient in the required technologies.
- **Training and Support:** Ensuring teachers and administrative staff can effectively use the new system.
- **Project Management:** Ensuring the project managers have the necessary experience in managing large-scale IT projects.

Political Risk

- **Policy Changes:** Changes in education policies or regulations that could affect the implementation or use of GradeHub.
- **Stakeholder Support:** Gaining and maintaining support from all stakeholders, including school boards, teachers, and parents.
- **Regulatory Compliance:** Ensuring the portal complies with all relevant local, state, and federal regulations regarding data privacy and educational standards.

Business Risk

- **Cost Overruns:** The project exceeding budget due to unforeseen issues or scope changes.
- **Market Acceptance:** Schools and teachers might be resistant to change, affecting the adoption rate.
- **Return on Investment (ROI):** The project may not deliver the expected financial benefits or improvements in efficiency.
- **Vendor Dependence:** Over-reliance on third-party vendors for critical components, which could lead to delays or additional costs.

Requirements Risk

- **Changing Requirements:** Evolving needs from stakeholders leading to scope creep and potential delays.
- **Incomplete Requirements:** Initial requirements may not fully capture the needs of all users, leading to rework.
- **Requirement Conflicts:** Different stakeholders might have conflicting requirements, complicating the development process.

Other Risks

- **Project Timeline:** Unanticipated delays extending the project timeline.
- **User Adoption:** Resistance from teachers or students in adopting the new system, leading to underutilization.
- **Maintenance and Support:** Ensuring ongoing support and maintenance post-launch to address bugs, updates, and user issues.
- **Competition:** Competitors releasing similar or superior products, affecting GradeHub's market position.

- **Cultural Barriers:** Differences in technology usage and acceptance across different schools or regions.

5. Business Process Overview

5.1. Legacy System (AS-IS)

The legacy system for marks entry and management in schools is characterized by manual processes, basic digital tools, and significant inefficiencies. This system poses several challenges, including data inconsistency, limited accessibility, security risks, and scalability issues. A transition to a modern, integrated system like GradeHub aims to address these challenges by automating and streamlining the entire process, thereby improving efficiency, accuracy, and accessibility for all stakeholders.

- **Manual Data Entry:** Teachers record student marks on paper or in basic spreadsheets.
- **Data Aggregation:** Marks are manually aggregated by class teachers for report cards.
- **Report Generation:** Generation of report cards is often done manually or using basic software tools.
- **Communication:** Reports and marks are communicated to parents via printed documents or basic parent-teacher meetings.

5.2. Proposed Recommendations (TO-BE)

To address the challenges identified in the legacy system and improve employee management processes, the proposed recommendations (TO-BE) include implementing enhancements and solutions aimed at streamlining operations and maximizing efficiency. Key recommendations include:

Automated Data Entry: Implement digital entry forms for teachers to input marks directly into the GradeHub system, reducing manual errors.

Integrated Database: Centralize all student information and marks in a unified database, allowing real-time access and updates.

Automated Report Generation: Utilize GradeHub's capabilities to automatically generate report cards and performance analytics.

Regular Security Audits: Conduct regular security assessments and audits to identify and mitigate potential vulnerabilities.

Mobile Access: Develop a mobile-friendly version of GradeHub to enable access from smartphones and tablets.

Cloud-Based Solution: Deploy GradeHub on a scalable cloud platform to handle varying loads and ensure high availability.

Performance Monitoring: Implement performance monitoring tools to track system performance and address bottlenecks proactively.

Load Testing: Conduct regular load testing to ensure the system can handle peak usage times without degradation in performance.

Training and Support: Provide comprehensive training and support resources to ensure smooth adoption of the new system and maximize its benefits across the organization.

Feature Enhancements: Regularly update the system with new features and improvements based on evolving user needs and technological advancements.

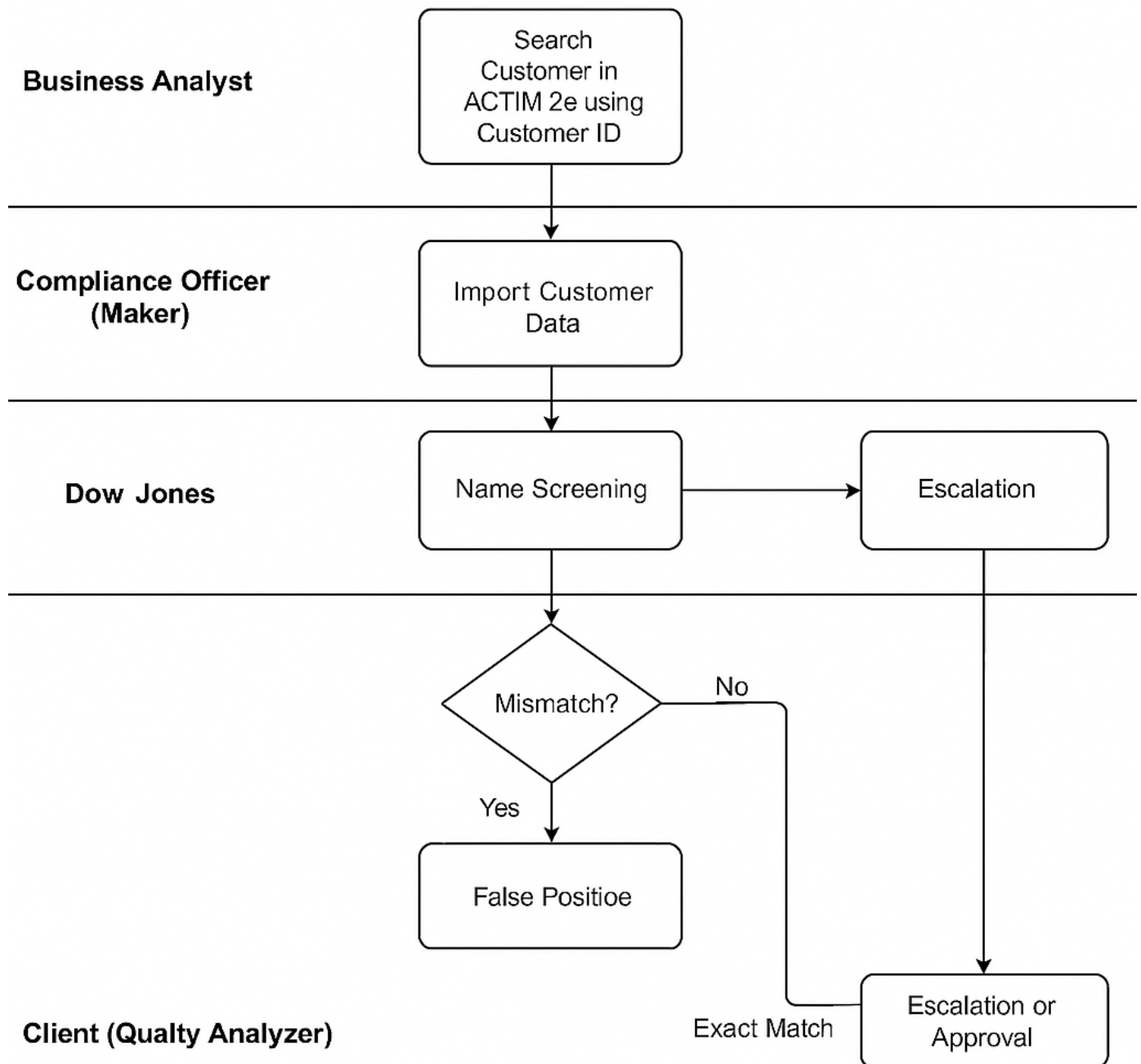
6.Business Requirements:

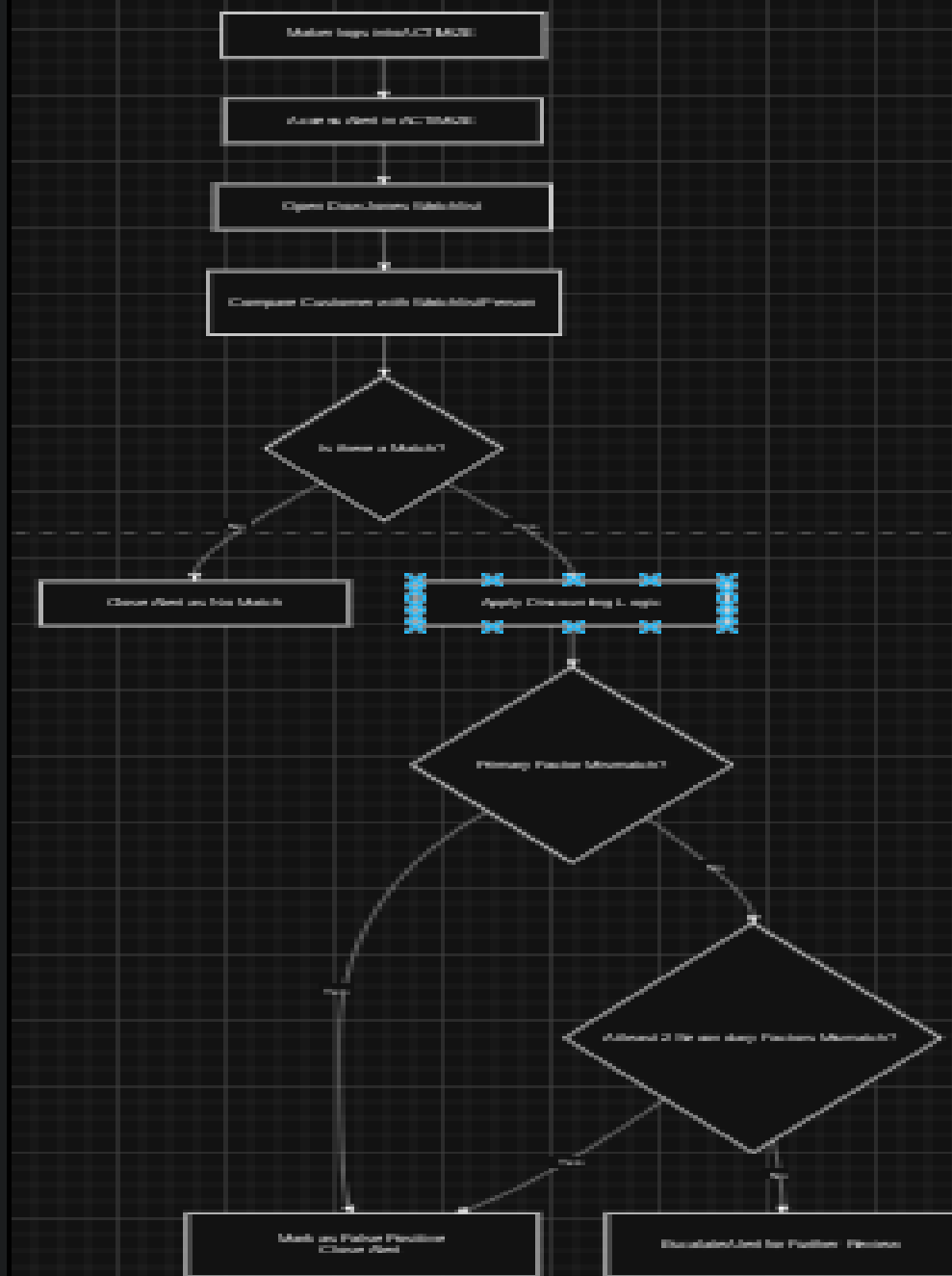
Req ID	Requirement	Description	Priority
BR0001	User Authentication	The system must provide secure login mechanisms for users, including password protection and multi-factor authentication.	High
BR0002	Role-Based Access Control	The system should support role-based access control, allowing different levels of access for different user roles.	High
BR0003	Marks Entry	The system should enable teachers to enter, update, and manage student marks for various subjects and assessments.	High
BR0004	Data Validation	The system should include automated data validation processes to ensure the accuracy and consistency of marks entries.	High
BR0005	Reporting	The system should provide customizable reporting tools for generating detailed student performance and grade reports.	High
BR0006	Integration with SIS	The system should integrate seamlessly with the existing Student Information System (SIS) for data exchange.	High
BR0007	Responsive UI	The system should have a responsive user interface that works on desktops, tablets, and smartphones.	High
BR0008	Security	The system must implement robust security features, including data encryption, audit trails, and automatic logout.	High
BR0009	Multi-Language Support	The system should support multiple languages to accommodate a diverse user base.	Medium

BR0010	Training and Support	The system should provide comprehensive user guides, training materials, and technical	Medium
--------	----------------------	--	--------

		support.	
BR0011	Scalability	The system should be designed to handle increased data volumes and user loads, ensuring future scalability.	High
BR0012	API Development	The system should include APIs for future integrations with other educational tools and systems.	Medium
BR0013	Notifications and Alerts	The system should provide notifications and alerts for important events, deadlines, and tasks requiring attention.	Medium
BR0014	Automated Logout	The system should automatically log out users after a specified period of inactivity to enhance security.	High
BR0015	User Management	The system should allow administrators to create, update, and delete user accounts.	High
BR0016	Performance Analytics	The system should offer tools to analyze student performance and identify trends for informed decision-making.	Medium
BR0017	Customization	The system should allow for customization of workflows, user interfaces, and reporting templates.	Medium
BR0018	Data Backup and Recovery	The system should have regular data backup and recovery procedures to minimize the risk of data loss.	High
BR0019	Mobile Accessibility	The system should provide a mobile application or mobile-friendly interface for on-the-go access.	Medium
BR0020	User Feedback	The system should include mechanisms for collecting user feedback to continuously improve the system.	Medium
BR0021	Compliance	The system should comply with educational data protection regulations and standards.	High
BR0022	Scalability and Performance	The system should ensure high performance and quick response times under varying loads.	High

BR0023	Training Management	The system should facilitate training for users on how to effectively use the system.	Medium
BR0024	User Activity Monitoring	The system should track user activity for auditing and monitoring purposes.	Medium
BR0025	Support and Maintenance	The system should provide ongoing support and maintenance services, including bug fixes and updates.	High





1. Appendices

10.1. List of Acronyms

UAT-User Acceptance Testing
BRD- Business Requirement
Document BR- Business Requirement
Sem- Semester
SIS- Student Information System
UI- User interference

10.2. Related Documents

- Functional Specifications
- Technical Design Document
- This Business Requirements Document (BRD) provides a comprehensive overview of the objectives, scope, requirements, and other relevant aspects of the GradeHub project.
- Stakeholder Analysis