



Discovery Phase

Process and deliverables

01

Lean Model Canvas

Conceptual description of the business model of your product for MVP

02

Customer Journey Map

Scenarios containing the basic needs, pains and fears of the client on his way to achieving the result

03

User Flow

Visual interface prototypes, which demonstrate the system users' path

04

User Stories

The list of functional system requirements and acceptance criteria

05

Product Vision

The document describing the general goals of the project and the solution offered

06

Non-functional requirements

System properties or limitations not related to the behaviour of the system

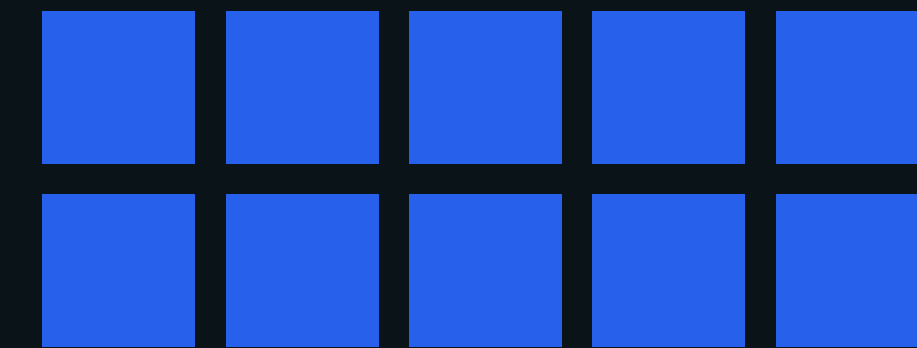
Team

Duration

 **Business analyst**

2 weeks

 **Designer**



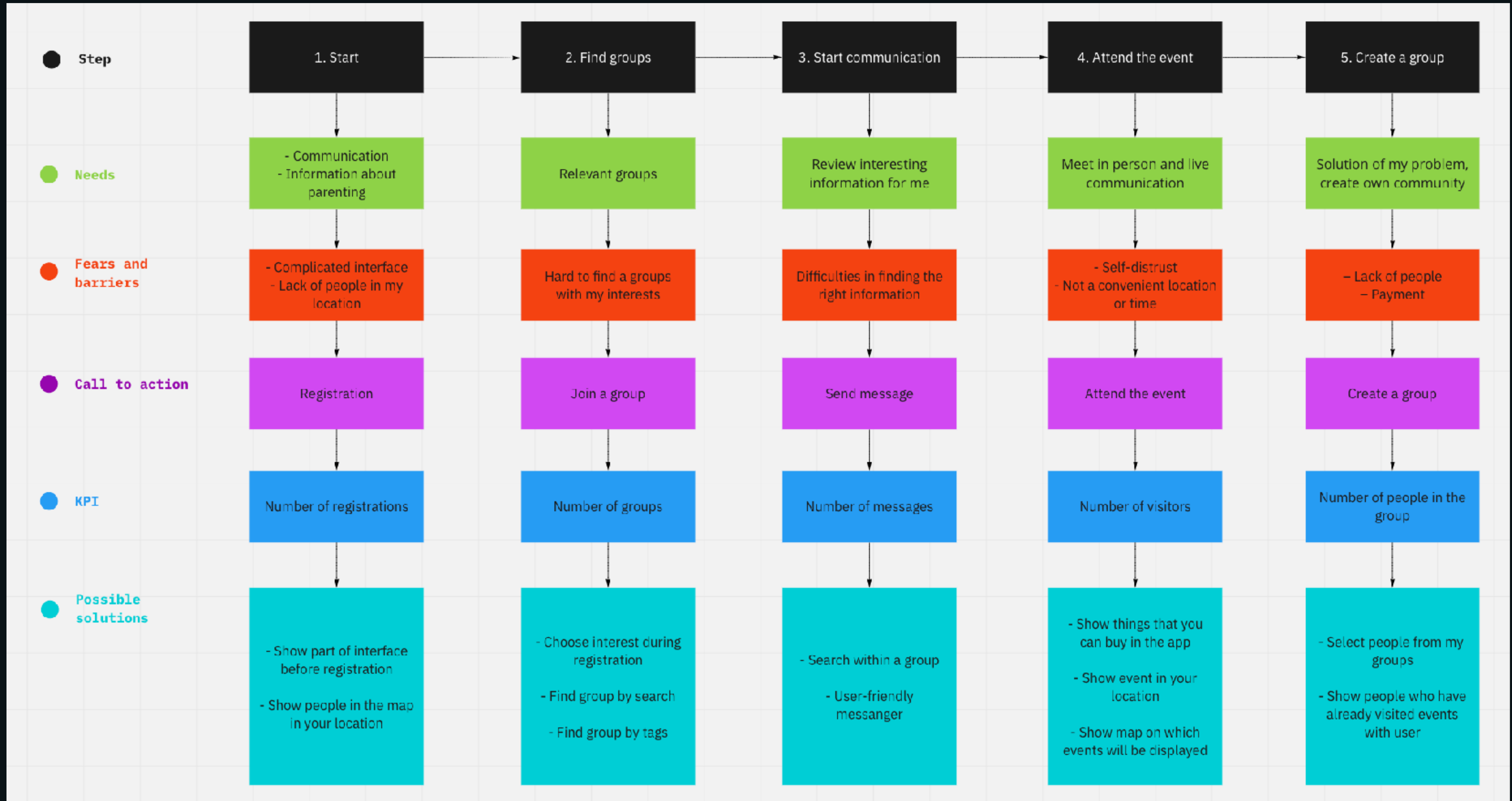
 **Technical specialist**



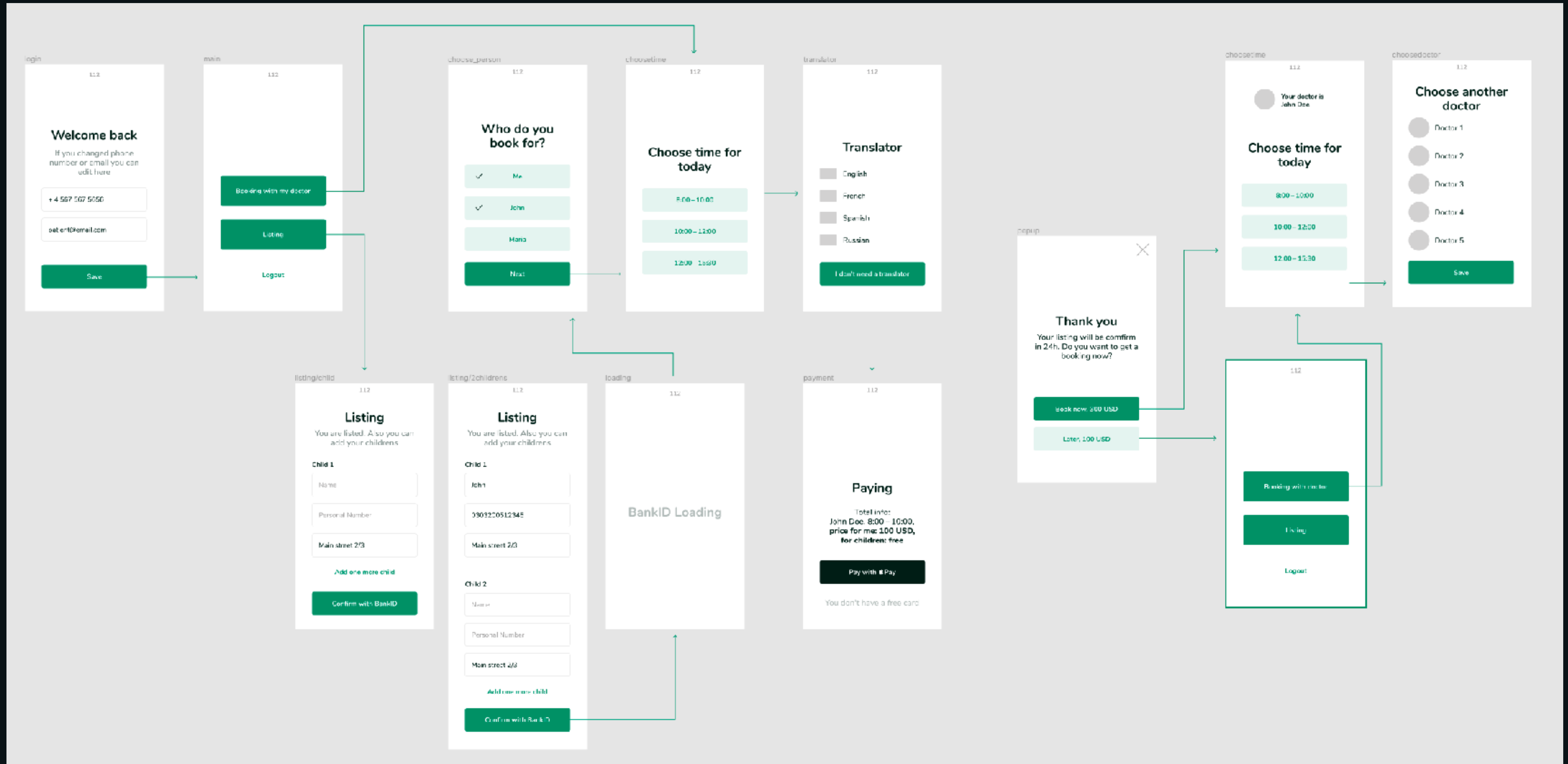
Lean Model Canvas



Customer Journey Map



User Flow



User Stories

	A	B	C	D	E
1	Title	As a	I want to	so that	Acceptance criteria
2	Web app				
3	Registration	user	sign in the app	I will have access to the whole app functionality	1. To sign in user should enter: -Name and Surname -Email -Password (user can make it visible) 2. A user is redirected to the Home screen after he signed up 3. A user can recover his password via "Forgot password" function. In this case, link will be sent to the email
4	Calendar				
5	Calendar view	user	see a calendar with all my events	I could plan my work and events	1. Whole year calendar is displayed 2. A user can switch to different years 3. All weekends are marked on the calendar
6	Workdays statistics	user	see working days and hours statistic for a current year	I could know the number of working hours I need to track	1. List of months is displayed 2. Number of working days for a current year is displayed for each month 3. Number of working hours for each month is displayed, calculated as (number of working days * 8) 4. Current month is highlighted
7	Vacations				
8	Create vacation	user	create vacation in the Scheduler	it could be approved	Pre-conditions: 1. A user is logged in the system and on the Vacations page 2. Mentors are assigned to a user 3. A user has relevant number of available vacation days Post-condition: 1. An event is created and sent for an approve to mentors Normal flow: 1. A user clicks on "Create vacation button" and goes to "Create vacation page" 2. A user enters dates of start and end of a vacation (required) Note: only working days counts 3. A user enters Comments if needed (optional) 4. A user saves changes and an event is sent for an approve to mentors within an appropriate notification in the Slack 5. New task for this vacation is created in Redmine in "vacations" project Extension: A user can cancel creating vacation and return to the Vacations page by clicking on "return to the list" button

Product Vision

1. Background

In the submitted company, to get a confirmation of absence at work for some reason (vacation, day off, etc.), an employee must warn the HR manager, his mentor, the project manager, create an appropriate task in the Redmine tracking system, to warn in the chat about the absence and track time by the end of his vacation.

Such manipulations are needed to report all responsible staff and ensure the correct organization of time on projects

However, with the growing number of employees it became difficult for HR-managers to track the number of remaining vacation days, to maintain a single database of sick leave and personal days, and so on.

Project consists of:

- Web-application for users
- Control-panel for administrators

2. Goals

- Automate the work of HR-managers
- Centralize the process of managing vacations and holidays

3. Solution

Create a web portal that integrates with the company's current tracking system (Redmine), alert mentors and responsible employees about the new event, and create such an event into the calendar.

4. Main business flow

1. A user creates an event in the system.
2. The event is sent for approval to all mentors of the user
3. Mentors get notification about a new event that is needed to be approved
4. Mentors approve (or rejects) the event
5. The user gets the notification that his event is approved (or rejected)

5. Role model

Role	Description
Administrator	Assigns users accesses and manages the maximum number of holidays, sick leave and personal days per year
Employee	Active user of the system
Manager	User of the system that manages user profiles and their mentors
HR Manager	User of the system that approves holidays and personal days
Office Manager	System user responsible for compensation
Mentor	Manager of an employee, there may be several mentors for a one user

By default, all active users are employees, but they may have additional roles and, accordingly, additional rights in the system.
Each employee can be mentor to another employee. An employee may have several mentors. For example, team lead and PM of the project.

6. Integrations

- Redmine - for authorization and time tracking
- Slack - for notifications
- Google Calendar - to create an event in a calendar that will be visible to all employees of the company
- Corporate mail - for notifications

Stfalcon.com has already been in software development for 10 years.

Technologies, as well as the software requirements and demands, have been changing greatly in the course of this time. We have also been changing the approach to software development during this time gaining expertise from cooperation with our overseas customers.

We have so far built the system of work which is independent of the time zones or scope of the project (no matter if it's a startup or an enterprise).

During this whole decade, our major and unchanged mission and aim has been and remains – creating the solutions, which are able to increase profit, drive innovations and expand social goods. Let's do it.



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