

# Product Requirements Document (PRD) - Talent Suit

## 1. Introduction

Talent Suit is a cloud-based employee asset management platform designed to help businesses manage, manage and protect their employee assets. This PRD outlines the key features and functionalities of the admin dashboard for Talent Suit.

## 2. Objectives

The goal of the admin dashboard is to provide a centralized platform for admins to efficiently manage employee assets, including adding or removing employees and managing their devices. The main objectives of the admin dashboard are:

- Make it easy to add and fire employees
- Monitor and maintain employee equipment
- Provide real-time visibility of asset usage and location
- Enhance security by preventing access to sensitive data
- Develops detailed reports for asset management and compliance

## 3. Features

The admin dashboard for Talent Suit will include the following features:

- **Employee Management:** Ability to add or remove employees, assign roles, and manage employee profiles.
- **Device Tracking:** Track and manage employee devices, such as laptops, phones, and software licenses.
- **Real-time Asset Visibility:** Provide a mirrored pane for admins to view all employee assets, their usage, and their current location.
- **Access Control:** Implement access control mechanisms to prevent unauthorized access to sensitive data.
- **Reporting:** Generate comprehensive reports on asset usage, compliance, and other relevant metrics.

## 4. User Interface

The admin dashboard should have an intuitive and user-friendly interface. It should include the following elements:

- **Dashboard Overview:** A summary view of key asset metrics and alerts.

- Employee Management: A section to add, remove, and manage employee profiles.
- Device Tracking: A module to track and manage employee devices.
- Asset Visibility: A centralized view of all employee assets, their usage, and location.
- Access Control: Configuration options to manage access permissions and security settings.
- Reporting: A reporting module to generate and export comprehensive reports.

## **5. Technical Requirements**

The admin dashboard should meet the following technical requirements:

- Cloud-based: The hosting of the platform should be a reliable and scalable cloud infrastructure.
- Security: Implement industry standard security measures to protect sensitive data.
- Integration: Ability to integrate with existing personnel management systems and asset tracking tools.
- Functional design: The dashboard should be accessible and customizable for different devices and screen sizes.

## **6. Timeline**

The development timeline for the admin dashboard is as follows:

- Requirements Collection and Analysis: 1 month
- Dimensions and models: 2 masses
- Development and testing: 3-5 months
- Deployment and user acceptance testing: 6 months

## **7. Conclusion**

Talent Suit admin dashboard will provide businesses with a comprehensive solution to effectively manage their employee assets. By streamlining asset management processes, Talent Suite aims to save businesses time and money, improve security and reduce compliance risk.