

## 1. Overview

The scope of this User Requirements Specification (URS) / Functional Specification (FS) is Punchlist Tracking SharePoint Add-In. The Punchlist Tracking SharePoint Add-In will allow for the tracking of punchlist items.

## 2. User Requirements

- 2.1. User shall be able to add punchlist items
- 2.2. User shall be able to update punchlist items
- 2.3. User shall be able to delete punchlist items
- 2.4. User shall be able to filter the list of punchlist items by FSE
- 2.5. User shall be able to export the list of punchlist items to Excel
- 2.6. Requirements 2.1, 2.2, 2.3, and 2.4 shall be available on mobile devices via Safari (for Apple iOS) and Firefox and Chrome (for Android OS)
- 2.7. Requirement 2.5 shall be available on desktop devices via Internet Explorer 11 or later browsers.

## 3. Punchlist Landing

The Punchlist landing page (default.aspx) consists of:

### 3.1. List of **FSEs**:

- 3.1.1. Populated from FSEs list (.../PunchlistTracking/lists/FSEs/AllItems.aspx)
- 3.1.2. Filters list of **Punchlist Items** on change

### 3.2. **New** button: redirects to AddNew.aspx

### 3.3. List of **Punchlist Items**

- 3.3.1. Punchlist Items header includes number of Punchlist Items currently displayed, and is updated on filter by FSE
- 3.3.2. Displays Punchlist Item **Number** and **Short Description** in accordion format header
- 3.3.3. Displays remaining Punchlist Item data on header select
- 3.3.4. **Item Image** and **Resolution Image** are displayed as thumbnails, and redirect to full-size image on select
- 3.3.5. Punchlist Item data that has not been set is displayed as "null"
- 3.3.6. Images that have not been uploaded are displayed as "..."
- 3.3.7. Only one Punchlist Item is expanded at a time
- 3.3.8. Expanded Punchlist Item reveals **Update** button, which redirects to Edit.aspx

### 3.4. **Export** button (IE only): generates and list of punchlist items in Excel, filtered by list of FSEs

## 4. Add New

The Add New page (addNew.aspx) consists of:

- 4.1. **FSE**: user input populated from FSEs list (.../PunchlistTracking/lists/FSEs/AllItems.aspx). **FSE** is a required field.
- 4.2. **Item Number**: user input automatically populated on FSE select in the format “FSEID-PL-xxxx”, where xxxx is a sequential number unique to the FSE. Any hyphens (“ - “) are removed from the FSEID on the construction of the Punchlist Item number. **Item Number** is a required field.
- 4.3. **Short Description**: user input that is used in the Punchlist Items list header. See 3.3.2 above. **Short Description** is a required field.
- 4.4. **Open Date**: user input employing a date picker. **Open Date** is a required field.
- 4.5. **Type**: user input populated from the column definition. **Type** is a required field.
- 4.6. **Responsible**: user input populated from Persons list (.../PunchlistTracking/lists/Persons/AllItems.aspx). **Responsible** is a required field.
- 4.7. **Long Description**: user input. Not required.
- 4.8. **Image**: user input. A file is uploaded using the **Browse** button. Images are uploaded to the Pictures list (.../PunchlistTracking/lists/Pictures/Forms/Thumbnails.aspx) with a file name in the format: [Item Number]\_image.png. Not required
- 4.9. **Add** button: adds a new Punchlist Item to the Punchlist Items list (.../PunchlistTracking/lists/Punchlist Items/AllItems.aspx)
- 4.10. **Back to Punchlist** button: redirects to default.aspx

## 5. Update

The Updated page (Edit.aspx) consists of:

- 5.1. **FSE, Item Number, Short Description, Open Date, Type, Responsible, Long Description, and Image** user inputs as described in section 4. Inputs are prepopulated with data from the Punchlist Tracking list on page load.
- 5.2. **Closed Date**: user input employing a date picker. Not required.
- 5.3. **Resolution**: user input. Not required.
- 5.4. **Resolution Image**: user input. A file is uploaded using the **Browse** button. Images are uploaded to the Pictures list (.../PunchlistTracking/lists/Pictures/Forms/Thumbnails.aspx) with a file name in the format: [Item Number]\_imageClosed.png. Not required
- 5.5. **Update** button: updates the Punchlist Item in the Punchlist Items list
- 5.6. **Back to Punchlist** button: redirects to default.aspx
- 5.7. **Delete** button: deletes the Punchlist Item from the Punchlist Items list on user confirmation

## 6. Functions

6.1. Security is inherited from local site security.

6.2. Add date is contained with the in the app web for this add-in. There is no data exchange with the host web.

## 7. Specifications

7.1. Number of FSEs is limited to 1000

7.2. Number of Persons is limited to 1000

7.3. Number of Punchlist Items per FSE is limited to 1000

7.4. "Single line of text" fields may contain a maximum of 255 characters, including spaces

7.5. "Multiple lines of text" fields may contain a maximum of 63,999 characters, including spaces

## 8. Application Requirements

8.1. Application should be run in the latest version Safari on Apple iOS, Firefox or Chrome on Android OS, and Safari, Firefox, Chrome, Internet Explorer, or Edge on desktop.

## 9. Data

### 9.1. Punchlist Items (.../PunchlistTracking/Lists/Punchlist Items)

#	Column Name	Column Type	Required	Notes
1	Punchlist Number	Single line of text	<b>Yes</b>	Auto-generated
2	Short Description	Single line of text	<b>Yes</b>	Short description of punchlist item
3	Open	Date and Time	<b>Yes</b>	Date punchlist item was discovered
4	Type	Choice	<b>Yes</b>	Minor Major Critical
5	Responsible	Person or Group	<b>Yes</b>	Lookup from Persons list
6	Closed	Date and Time	No	Date punchlist item was closed
7	FSE	Lookup	<b>Yes</b>	Lookup from FSEs list
8	Long Description	Multiple lines of text	No	Long description of punchlist item
9	Item Image	Hyperlink or Picture	No	Picture of punchlist item
10	Resolution	Multiple lines of text	No	Long description of punchlist item resolution
11	Resolution Image	Hyperlink or Picture	No	Picture of punchlist item resolution

### 9.2. FSEs (.../PunchlistTracking/Lists/FSEs)

#	Column Name	Column Type	Required	Notes
1	FSEID	Single line of text	<b>Yes</b>	
2	FSEName	Single line of text	<b>Yes</b>	

### 9.3. Persons (.../PunchlistTracking/Lists/Persons)

#	Column Name	Column Type	Required	Notes
1	FName	Single line of text	<b>Yes</b>	
2	LName	Single line of text	<b>Yes</b>	