

COEMPT

## PROJECT PLANNER

### LOGIN WISE FLOW DOCUMENT

|                   |                                                          |
|-------------------|----------------------------------------------------------|
| <i>Title</i>      | <b>Project Planner Complete Login Wise Flow Document</b> |
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## COEMPT

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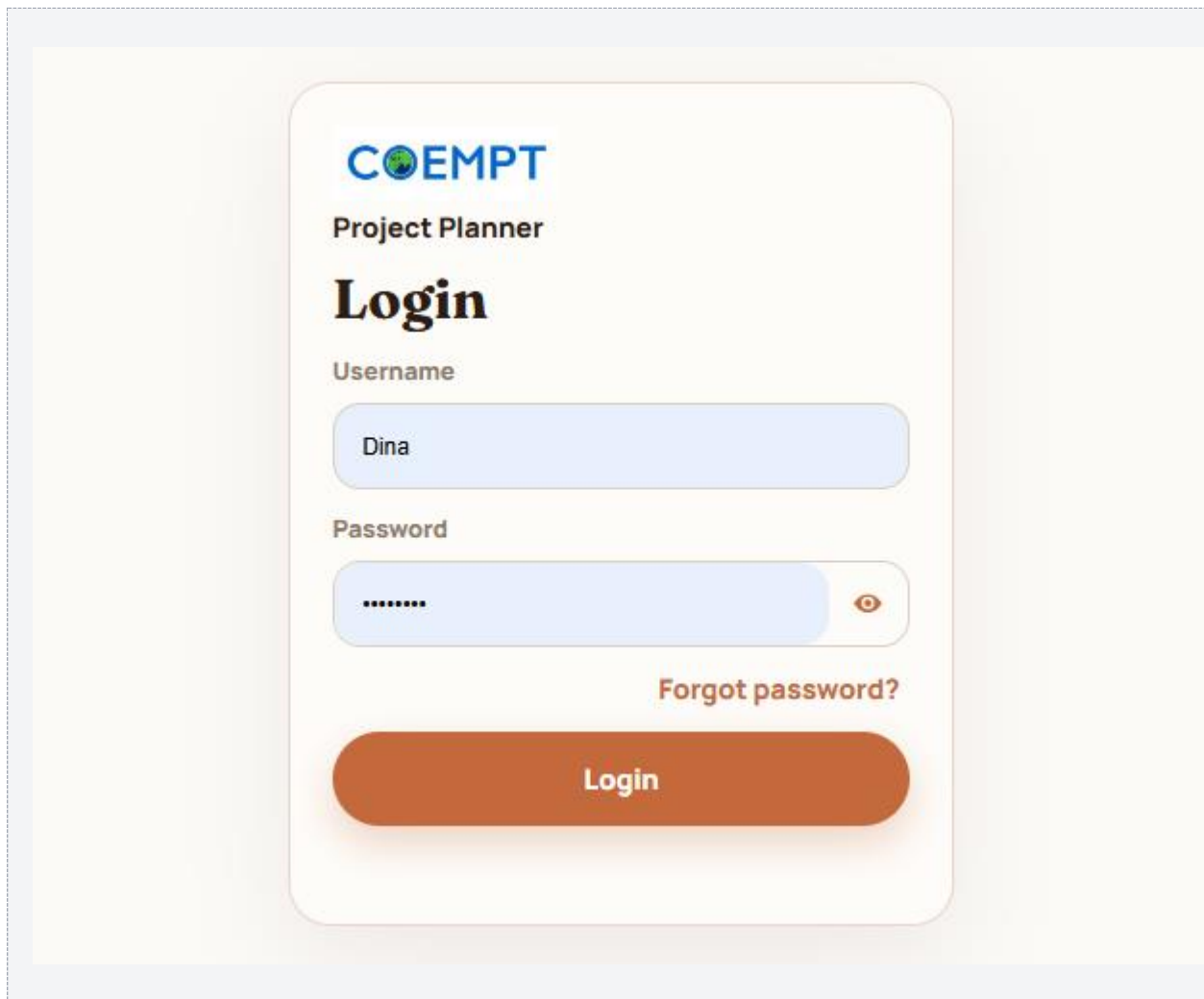
## LOGIN PAGE

**Link:**

All users access Project Planner through the login page using their role-based credentials.

### 1. Login Page

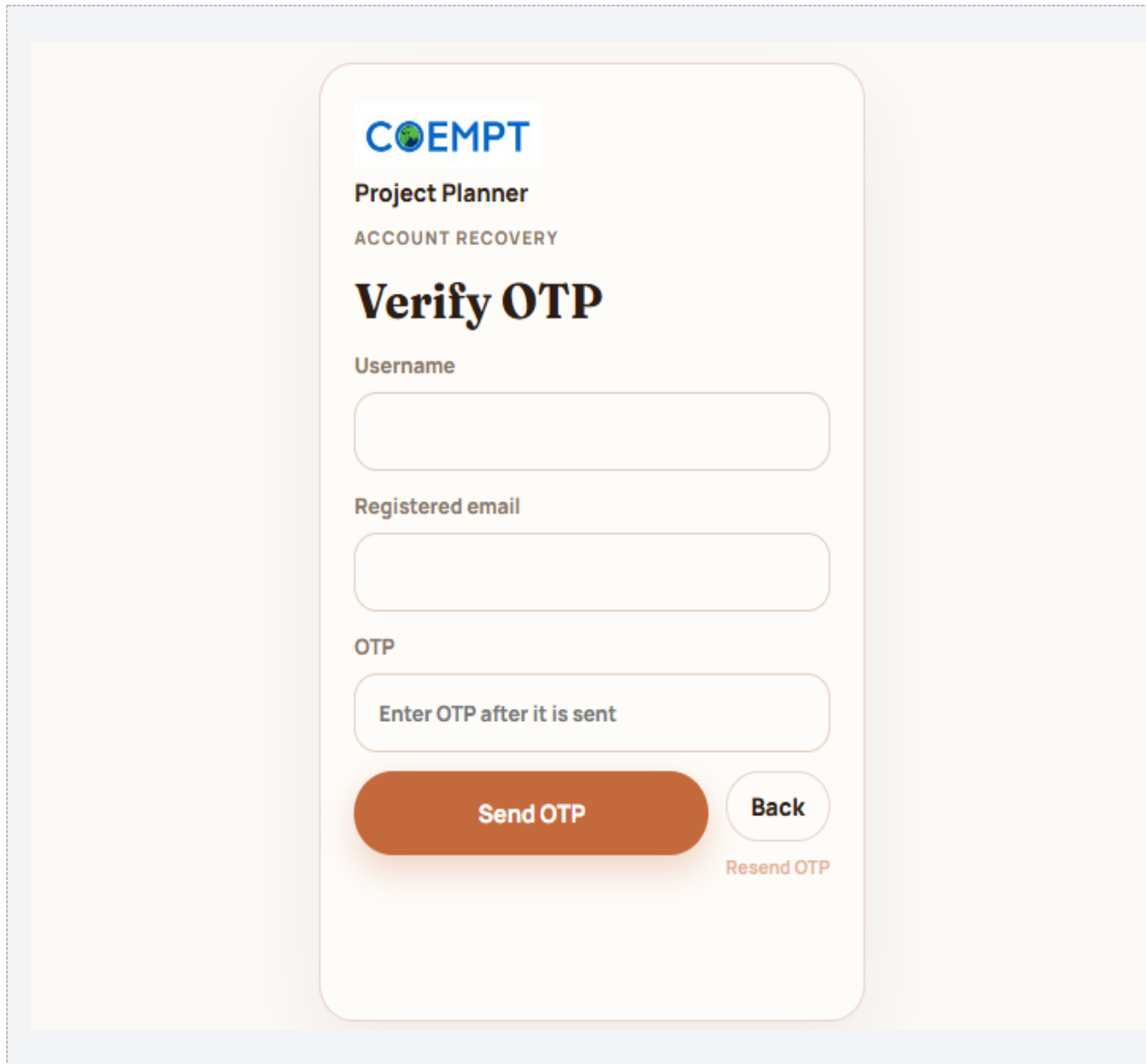
Every user — Organization Admin, COE/VC, Project Manager, Developer, and Tester — signs in from the same Project Planner login screen using their username and password.



The screenshot displays the login interface for the COEMPT Project Planner. At the top, the COEMPT logo is shown in blue, followed by the text 'Project Planner' in a bold, black font. Below this, the word 'Login' is prominently displayed in a large, bold, black serif font. The form includes two input fields: a 'Username' field containing the text 'Dina' and a 'Password' field with masked characters (dots) and a toggle icon for visibility. A link labeled 'Forgot password?' is positioned to the right of the password field. At the bottom of the form is a large, rounded orange button with the text 'Login' in white.

## 2. Forgot Password – OTP Verification

If a user forgets their password, they select “Forgot password?”, enter their username and registered email, and request an OTP to verify their identity before resetting the password.



The image shows a mobile application screen for "COEMPT Project Planner" under the "ACCOUNT RECOVERY" section. The title is "Verify OTP". It contains three input fields: "Username", "Registered email", and "OTP". The "OTP" field has a placeholder text "Enter OTP after it is sent". Below the fields are two buttons: a large orange "Send OTP" button and a smaller white "Back" button. A "Resend OTP" link is located below the "Back" button. The screen has a light orange background with a white rounded rectangle containing the form elements.

**COEMPT**  
Project Planner  
ACCOUNT RECOVERY  
**Verify OTP**

Username

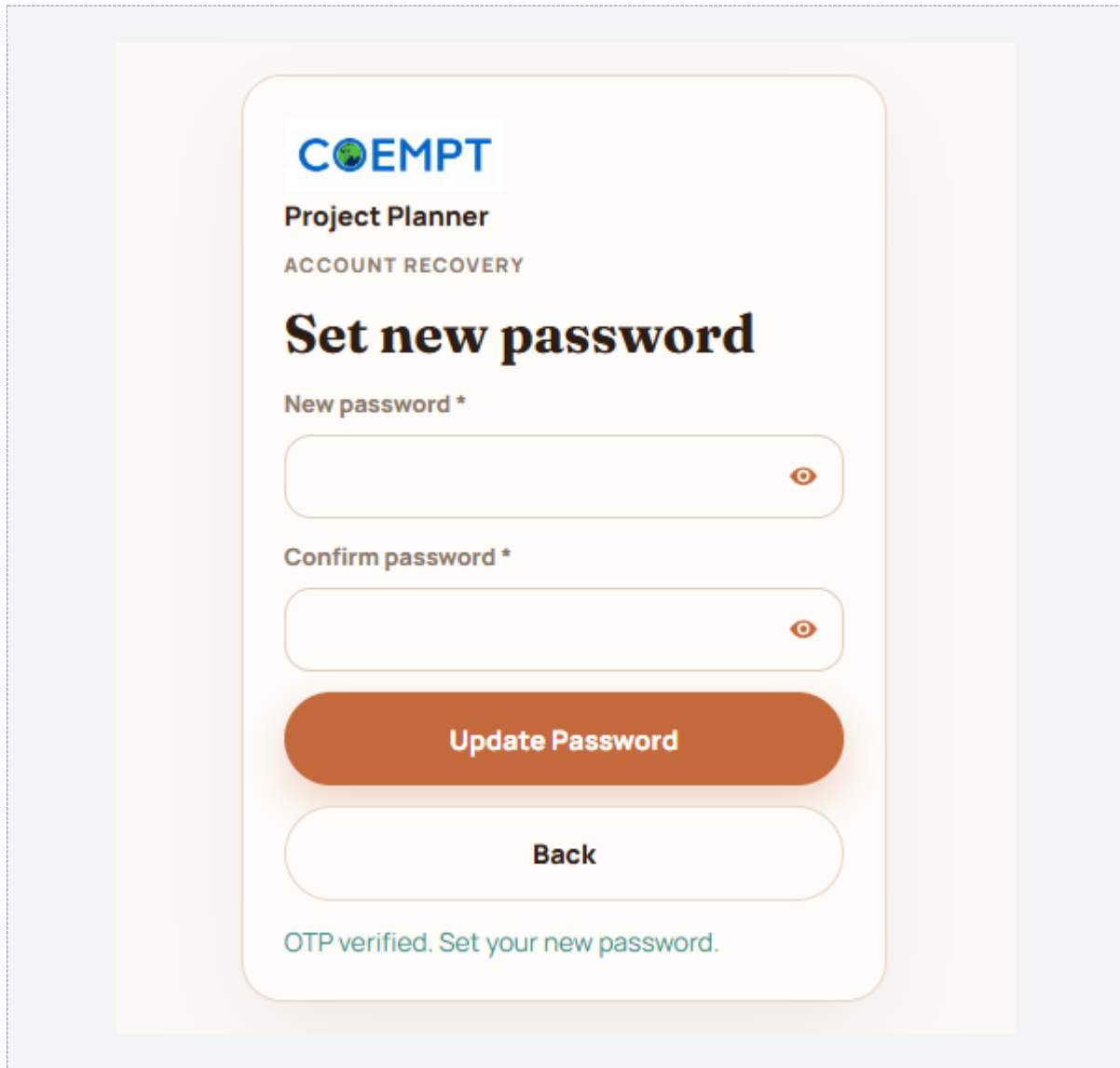
Registered email

OTP

**Send OTP** **Back**  
Resend OTP

### 3. Set New Password

Once the OTP is verified, the user sets and confirms a new password to regain access to their account.



The screenshot displays a web interface for account recovery. At the top, the COEMPT logo is shown, followed by the text 'Project Planner' and 'ACCOUNT RECOVERY'. The main heading is 'Set new password'. Below this, there are two input fields: 'New password \*' and 'Confirm password \*', each with a toggle icon for password visibility. A prominent orange button labeled 'Update Password' is positioned below the input fields. A white button labeled 'Back' is located at the bottom of the form. At the very bottom, a green message states 'OTP verified. Set your new password.'

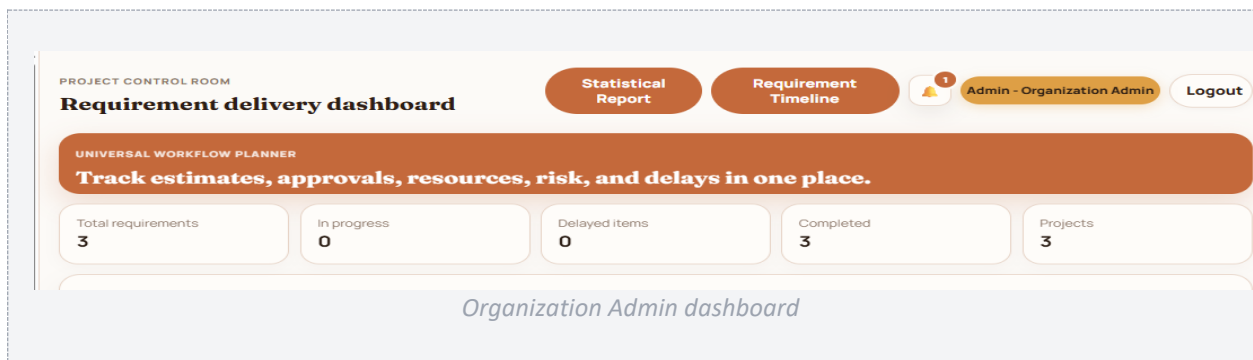
After successful login, the system opens the relevant dashboard and actions based on the logged-in role.

## ORGANIZATION ADMIN LOGIN FLOW

The Organization Admin controls the master setup of Project Planner including users, projects, dashboard monitoring, reporting, and overall workflow supervision.

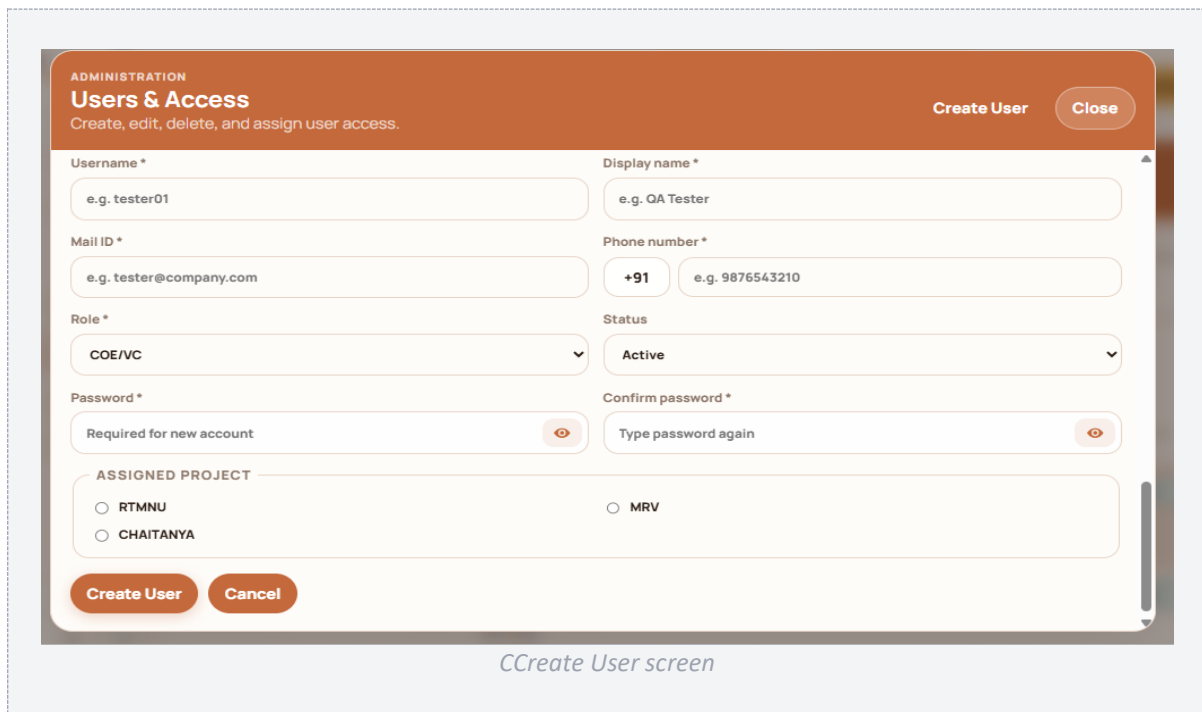
### 4. Dashboard

Organization Admin dashboard overview with summary cards, live planner, filters, notifications, and the project list.



### 5. Create User

Admin creates user accounts such as COE/VC, Project Manager, Developer, and Tester using the Create User screen, and assigns each login to a project.



## 6. Create Project

Admin registers a new project with project name, client / organization, and assigns the COE/VC and Project Manager responsible for it. Created projects are listed in the Project Registry alongside it.

**PROJECT SETUP**

### Projects

Create projects and assign COE/VC and Project Manager.

**PROJECT REGISTRY**

3 projects

#### Created projects

**RT**

**RTMNU**  
RTMNU, Nagpur University

COE/VC: Surendiran

Project Manager: Selvamani

Edit Delete

**MRV**

**MRV**  
MALLA REDDY VISHWAVIDYAPEETH

COE/VC: Karthikeyan

Project Manager: Dinakaran

#### CREATE PROJECT

##### Project details

Project name\*  
e.g. Semester Result Automation  
Maximum 75 characters.

Project code  
e.g. SRA

Client / Organization  
e.g. Client Organization

Status  
Active

Assign COE/VC  
Select COE/VC

Assign Project Manager  
Select Project Manager

##### Project services

- Prepost works
- Result Processing
- Exam Services
- OSM

Create Project and Project Registry screen

## 7. Statistical Report

Admin views the Statistical Report to review overall requirement status (completed, in progress, delayed, not started) and team workload across Developers and Testers.

## ANALYTICS

## Statistical Report – MRV

Close

Requirement status and member workload breakdown.

Total requirements

3

Completed

3

In progress

0

Delayed

0

Not started

0

## REQUIREMENT STATUS

## Pie chart



## DEVELOPER / TESTER REPORT

## Member workload



Statistical Report screen

## COEMPT

### COE/VC LOGIN FLOW

The COE/VC raises requirements, selects the service, sends the requirement to the organization, and tracks it through to closure.

#### **8. New Requirement**

COE/VC opens the requirement intake form, selects the client / organization and service, sets the priority and requested timeline, and sends the requirement to the organization for processing.

REQUIREMENT INTAKE

## Update requirement

Create or update requirement details.

Close

REQUIREMENT INTAKE

### Send to Organization

Requirement ID \*

GEN\_REQ\_001

Client / Organization \*

MALLA REDDY VISHWAVIDYAPEETH

Project name \*

MRV

Service \*

Select service

Requirement title \*

Grace mark rule update

Priority \*

P3

Requested timeline \*

09/07/2026



Requirement description \*

Describe the requirement and expected outcome

REQUIREMENT INTAKE

## Update requirement

Create or update requirement details.

Close

Requested timeline \*

09/07/2026



Requirement description \*

Describe the requirement and expected outcome

Attachment link

<https://example.edu/file.pdf>

Upload attachment

Supported files: PDF, Excel, CSV, PNG, JPG, Word. Maximum file size: 100 MB.

Choose files

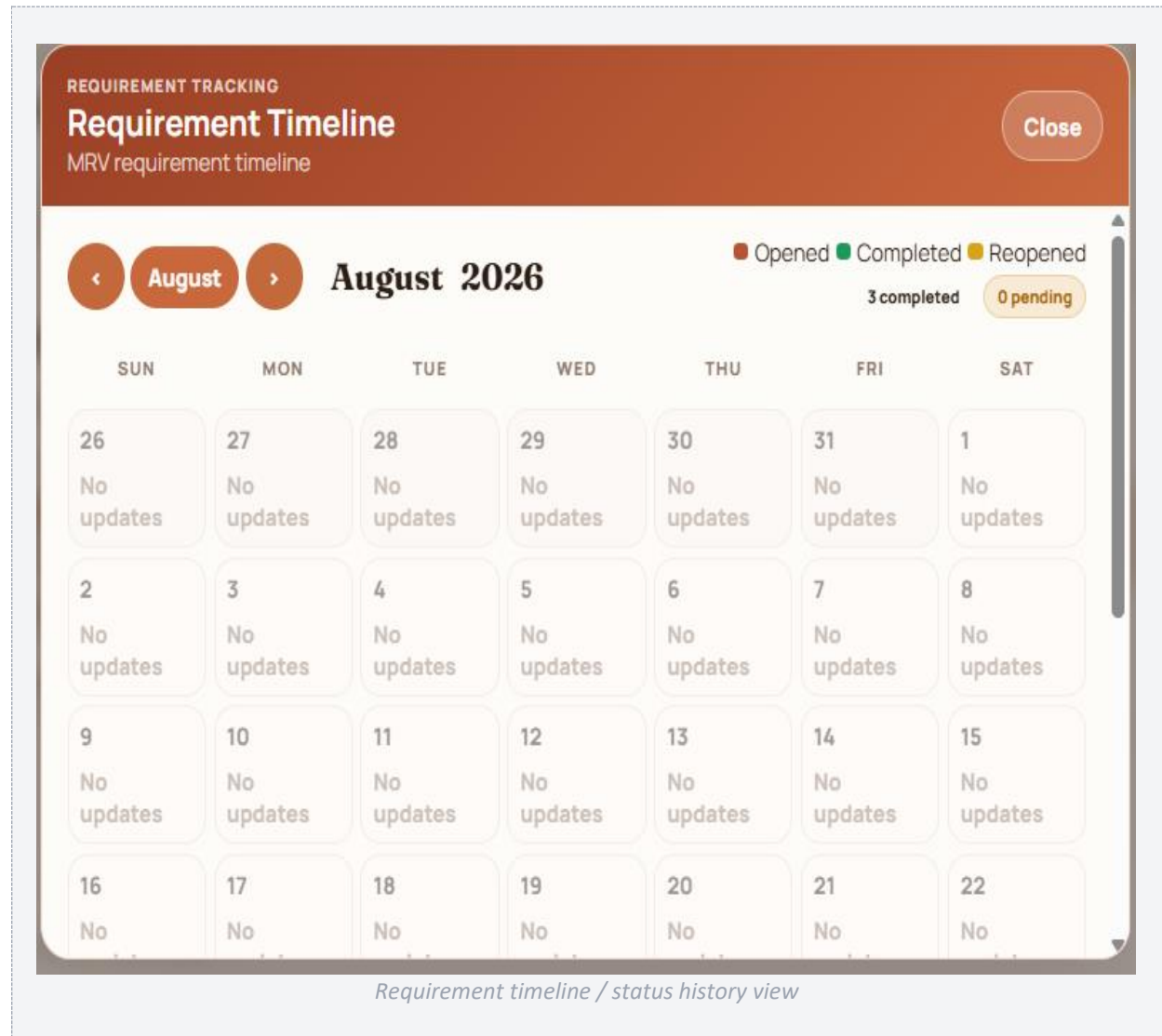
No file chosen

Send

*New Requirement intake form*

## 9. Requirement Timeline

COE/VC (and Project Manager) track each requirement's full lifecycle on its timeline — submitted, approved, assigned to Developer / Tester, in-progress, and closed — along with the approved delivery window and any delays raised against it.

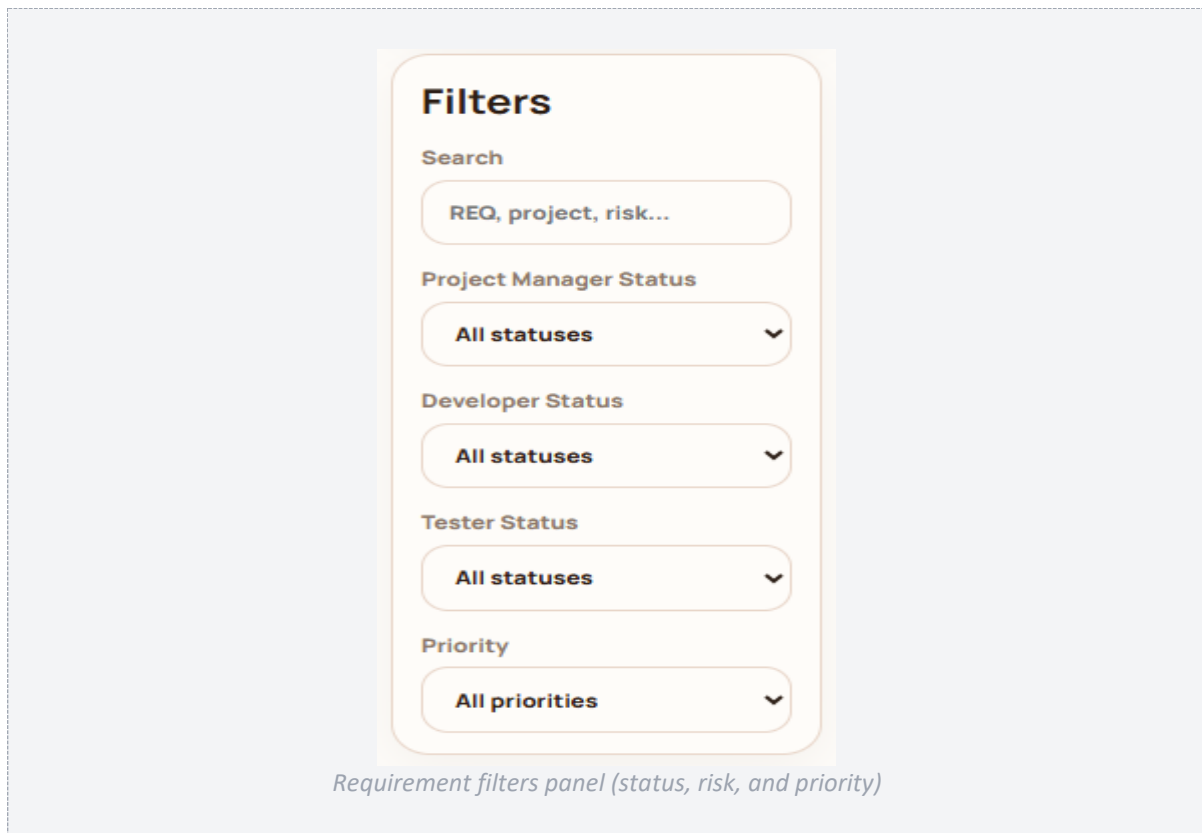
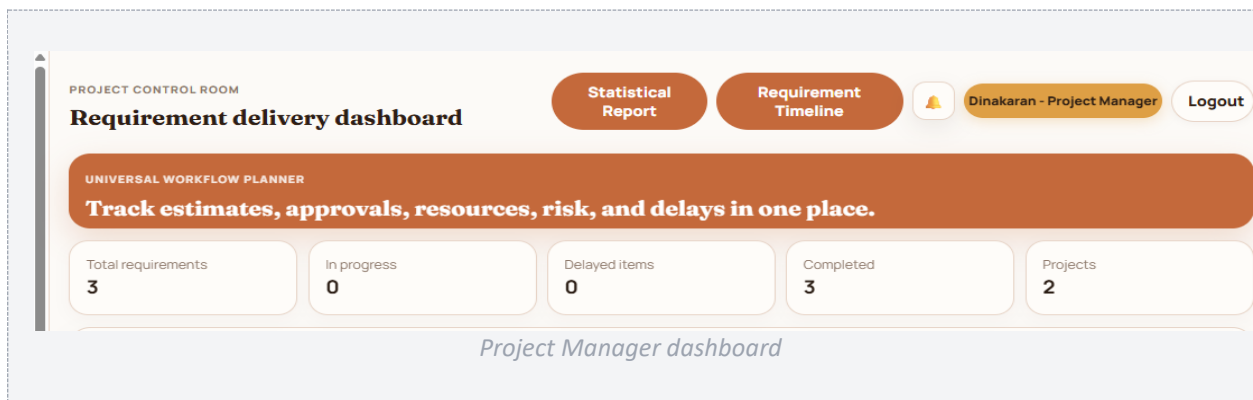


## PROJECT MANAGER LOGIN FLOW

The Project Manager receives requirements routed to their assigned service, creates Developer and Tester accounts, assigns resources, and manages delivery progress.

### 10. Project Manager Dashboard

Project Manager views the requirements routed to their assigned service, along with summary cards, filters, and the live planner.



## 11. Requirements Tracking (Live Planner)

Project Manager tracks every requirement's priority, COE/VC date, estimate, approved timeline, and status across university, project manager, and developer stages.

| Requirements                                                   |          |             |                      |                   |                    |                        |                  |               |           |
|----------------------------------------------------------------|----------|-------------|----------------------|-------------------|--------------------|------------------------|------------------|---------------|-----------|
| Show <b>10</b> entries per page                                |          |             |                      |                   |                    |                        |                  |               |           |
| REQUIREMENT                                                    | PRIORITY | COE/VC DATE | ESTIMATE             | APPROVED TIMELINE | REQUIREMENT STATUS | PROJECT MANAGER STATUS | DEVELOPER STATUS | TESTER STATUS | ACTIONS   |
| <b>MRV_REQ_003</b><br>External screen<br>Issue: Issue in login | P1       | 18 Jul 2026 | 256h dev<br>32h test | 27 Aug 2026       | Closed             | Closed                 | Completed        | Completed     | View only |
| <b>MRV_REQ_002</b><br>Practical Screen                         | P2       | 22 Jul 2026 | 24h dev<br>8h test   | 21 Jul 2026       | Closed             | Closed                 | Completed        | Completed     | View only |
| <b>MRV_REQ_001</b><br>IA Capture                               | P1       | 21 Jul 2026 | 24h dev<br>16h test  | 20 Jul 2026       | Closed             | Closed                 | Completed        | Completed     | View only |
| Showing 1 to 3 of 3 entries                                    |          |             |                      |                   |                    |                        | First            | Previous      | 1 / 1     |
|                                                                |          |             |                      |                   |                    |                        | Next             | Last          |           |

Live Planner requirement list

## 12. Create Developer / Tester

Project Manager creates Developer and Tester logins, selecting the role, service, and assigned project.

ADMINISTRATION
Users & Access
Create, edit, delete, and assign user access.
Create User
Close

CREATE USER

Account details

Username \*

e.g. tester01

Display name \*

e.g. QA Tester

Mail ID \*

e.g. tester@company.com

Phone number \*

+91

e.g. 9876543210

Role \*

Developer

Developer

Tester

Required for new account

Status

Active

Confirm password \*

Type password again

Service

Select service

Create Developer / Tester screen

### 13. Assign Delivery Team

Project Manager assigns the Developer, Tester, backup resources, availability, and the timeline to university for a specific requirement, along with any delivery attachment.

RESOURCE ALLOCATION

Assign delivery team

Requirement

MRV\_REQ\_003 - External screen

Developer name

Rakesh Gurusamy (Rakesh)

Tester name

Monalisa Ravi (Monalisa)

Backup developer

Rakesh Gurusamy (Rakesh)

Backup tester

Monalisa Ravi (Monalisa)

Timeline to university

08/27/2026

Delivery attachment

Supported files: PDF, Excel, CSV, PNG, JPG, Word. Maximum file size: 100 MB.

Choose files No file chosen

Assign resources

## 14. Move to Backup

When a primary resource is unavailable, Project Manager moves the requirement's work to a backup Developer or Tester with a reason / note for the handover.

**BACKUP HANDOVER**

**Move requirement to backup**

Requirement

MRV\_REQ\_003 - External screen ▼

Move work

Rakesh Gurusamy(Backup) ▼

Reason / note

Primary resource occupied, on leave, or moved to another project

**Move to backup**

Move requirement to backup screen

## COEMPT

### DEVELOPER LOGIN FLOW

The Developer updates development dates, effort estimation, and development notes only for requirements assigned to them.

#### 15. Developer Timeline

Developer opens the assigned requirement and updates the development start / end dates and estimated hours, and adds development notes, risks, and comments for COE/VC review.

EFFORT ESTIMATION

Developer / Tester timeline

Requirement

MRV\_REQ\_003 - External screen

▼

Developer start

07/17/2026

📅

Developer end

08/17/2026

📅

Developer estimate hours

256

Tester start

08/18/2026

Tester end

08/21/2026

Tester estimate hours

32

Development / Testing risk

Mention risk or issue during development/testing for COE/VC review

✍️

Comments

Planning assumptions, dependencies, data needs

✍️

ALL COMMENTS AND RISKS

Rakesh(Developer) - Comment: cccccccccccc

Monalisa(Tester) - Comment: dddddddddddddd

Save timeline

Developer / Tester timeline screen

## TESTER LOGIN FLOW

The Tester updates testing dates, effort estimation, and testing notes only for requirements assigned to them.

### 16. Tester Timeline & Comments

Tester opens the same shared timeline screen to update testing start / end dates and estimated hours. Comments and risks logged by both the Developer and Tester are visible together for the requirement.

EFFORT ESTIMATION

**Developer / Tester timeline**

Requirement

MRV\_REQ\_003 - External screen

▼

Developer start

07/17/2025

Developer end

08/17/2025

Developer estimate hours

256

Tester start

08/18/2025

📅

Tester end

08/21/2025

📅

Tester estimate hours

32

Development / Testing risk

Mention risk or issue during development/testing for COE/VC review

✍

Comments

Planning assumptions, dependencies, data needs

✍

ALL COMMENTS AND RISKS

Rakesh(Developer) - Comment: cccccccccccc

Monalisa(Tester) - Comment: dddddddddddddd

Save timeline

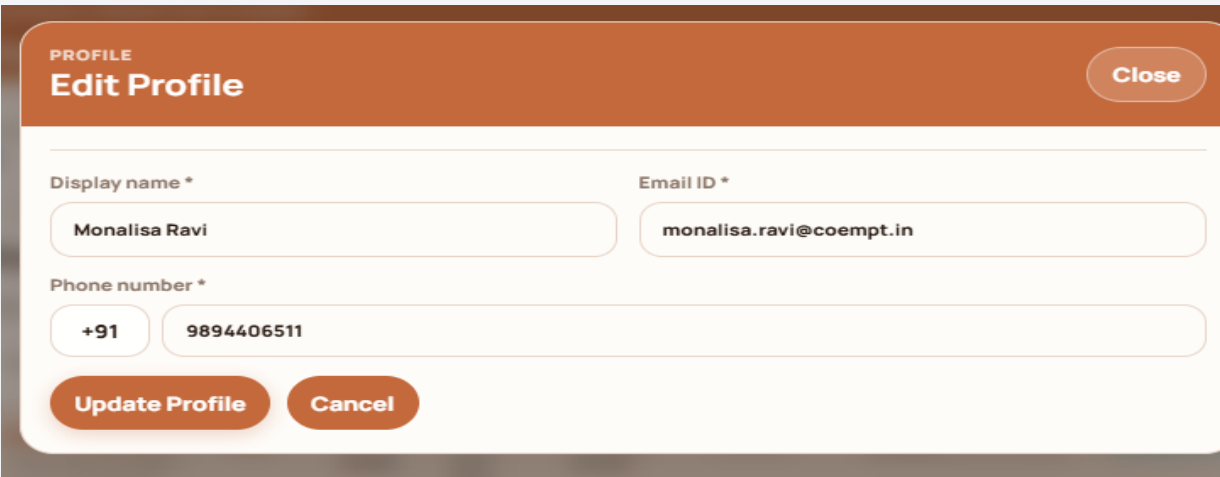
Tester timeline with comments and risk log

## ACCOUNT & PROFILE SETTINGS (ALL ROLES)

Every role — Admin, COE/VC, Project Manager, Developer, and Tester — can manage their own profile and password from the account menu after logging in.

### 17. Edit Profile

User updates their display name, email ID, and phone number from the Edit Profile screen.

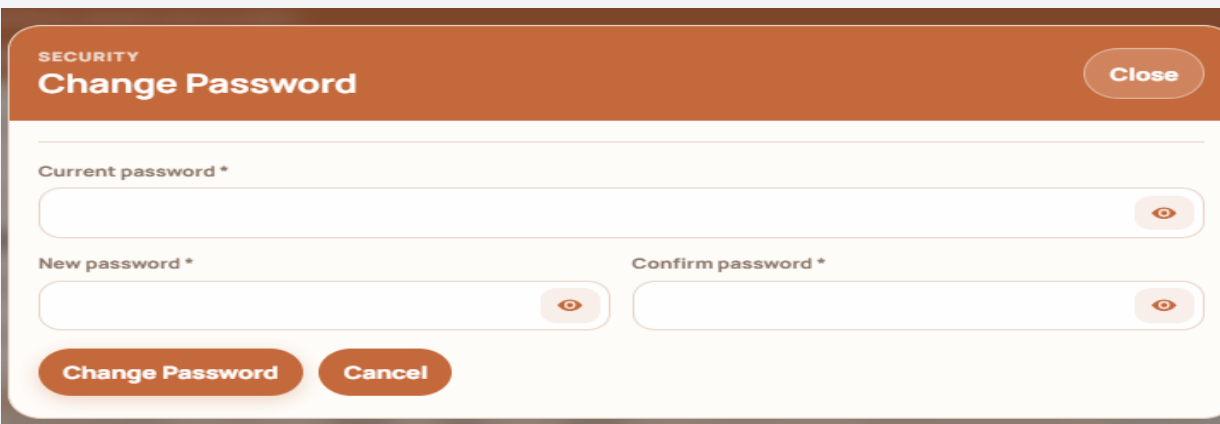


The 'Edit Profile' screen is a modal dialog with an orange header bar. The header contains the word 'PROFILE' in small white text, the title 'Edit Profile' in large white text, and a 'Close' button in the top right corner. The main content area is white and contains three input fields: 'Display name \*' with the value 'Monalisa Ravi', 'Email ID \*' with the value 'monalisa.ravi@coempt.in', and 'Phone number \*' with a dropdown set to '+91' and a text field containing '9894406511'. At the bottom are two orange buttons: 'Update Profile' and 'Cancel'.

*Edit Profile screen*

### 18. Change Password

User changes their password by entering the current password followed by a new password and confirmation.



The 'Change Password' screen is a modal dialog with an orange header bar. The header contains the word 'SECURITY' in small white text, the title 'Change Password' in large white text, and a 'Close' button in the top right corner. The main content area is white and contains three input fields: 'Current password \*', 'New password \*', and 'Confirm password \*'. Each input field has a toggle icon (an eye) on the right side. At the bottom are two orange buttons: 'Change Password' and 'Cancel'.

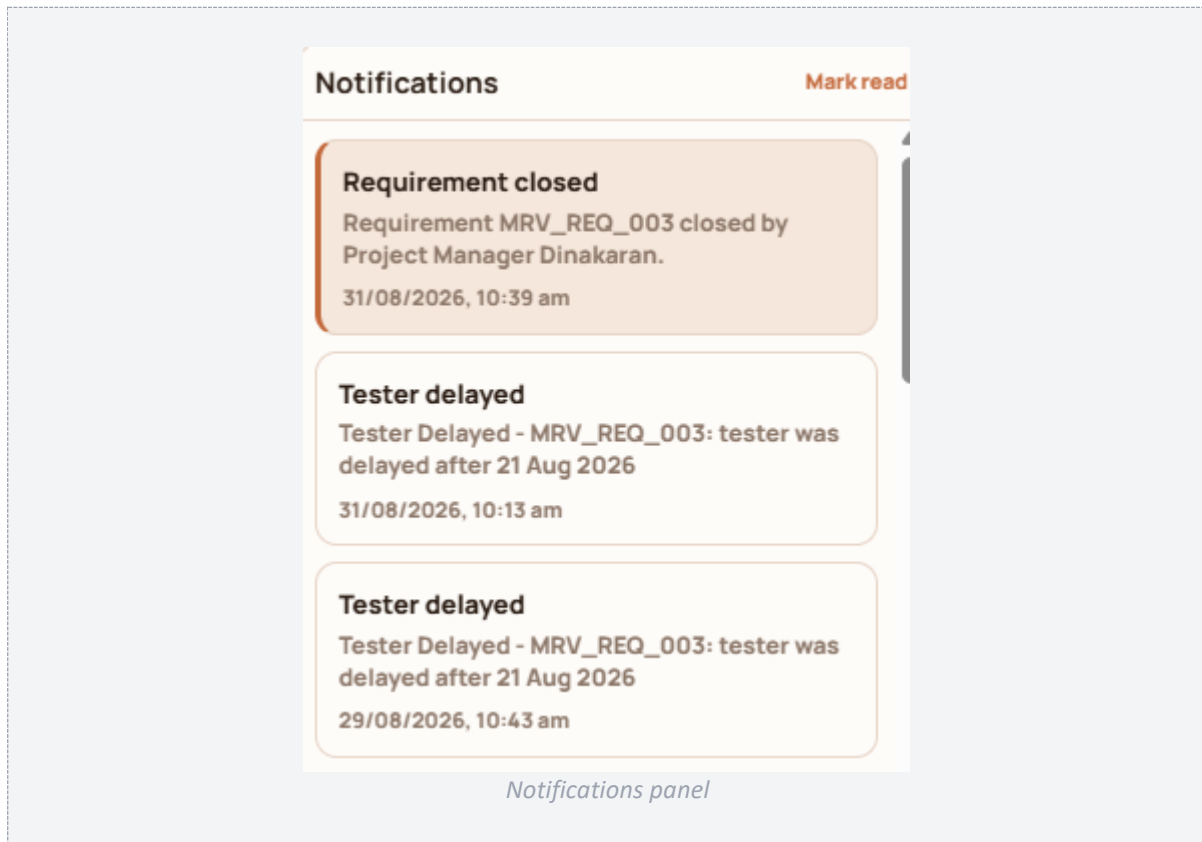
*Change Password screen*

## NOTIFICATIONS, ALERTS, AND FINAL NOTES

The system also supports notifications, delivery alerts, and final workflow review across roles.

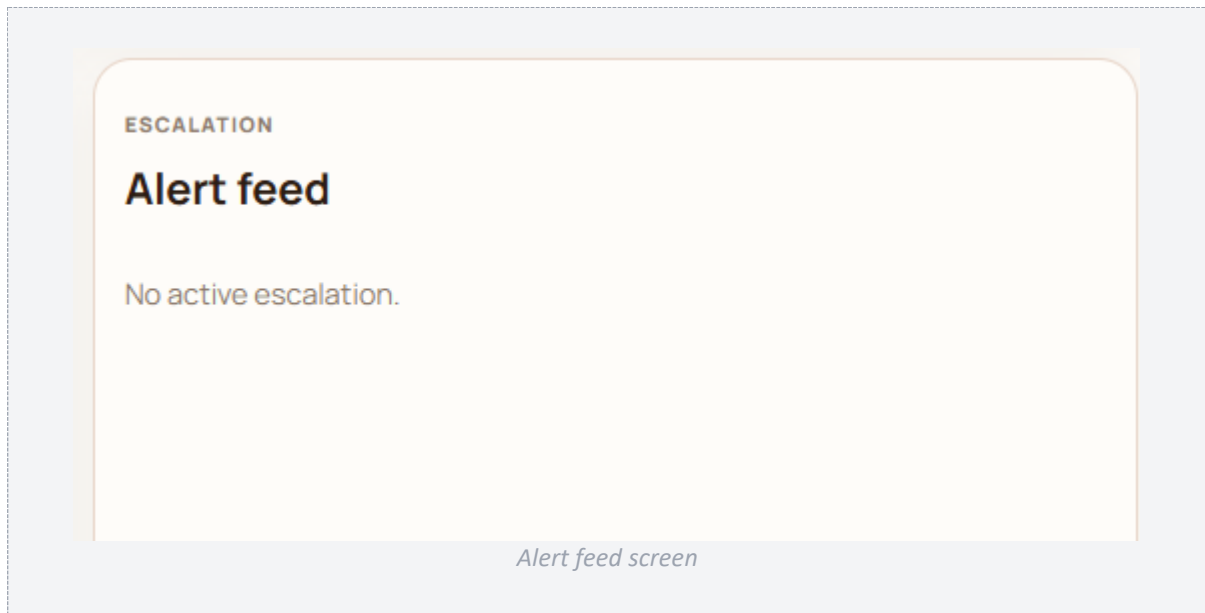
### 19. Notifications / Alerts

Users review notifications such as requirement closures, completed testing, and approved effort estimations in the notification panel.



### 20. Alert Feed

If a project is delayed, the system automatically raises an alert to the Project Manager, Developer, and Tester through the alert feed.



## Service Based Routing Notes

When COE/VC sends a requirement, the selected service routes that requirement to the respective Project Manager.

The same service mapping is also used while creating Developer and Tester accounts under the Project Manager login.