To: National Education Associates

From: Saanil Rao, Business Analyst

Date: February 2, 2022

Subject: New Scheduling System Analysis Complete

I understand that you have a student scheduling system, but it needs updating. It would be a lengthy task to try updating the system. Instead, we need to create a brand new student scheduling system. This will help the school manage everything in this database. And let us add features easily. I want to make sure I cover every single base. Let me list all the tasks you need. And ask a few questions to help me better understand the assignment.   
  
The schools need to have a central database to track details.

* Student Information [table - student, transcript, student schedule, course/credit hours]
* employee (faculty) Information [table - employees, teacher schedule]
* Classroom Schedules [table - classroom, classroom schedule]
* Courses Data [offered courses, amount of students in a course]
* Reports [ table - total enrollments, top classes, bottom classes, student demographic]

All of this data will be in an easy-to-navigate client. Everything you need will be used by this software, so there is no need to use other software. An onboard system will be created for the report database. Being able to print reports monthly, quarterly, and annually. There will be an accounting system to have different levels access the information they need.   
  
I have a few questions to help clarify everything;

* Does the report system need a version for students’ information/transcript?
* Do you need another database for Alumni information?
* Will this system need to hold grades/GPA, or will the system have the transcript uploaded?
* Does the report system data need to be automated, or will it be manually put in?

I would like to interview some of the schools’ faculty to have a better understanding of what they need. This can help clear up a few questions. Learning about the user base will make it easier to understand how to make the system easy to use.

* How do high schools and colleges compare using the old student scheduling system?
* How do the schools collect their data?
* What information can have null values?
* How are data perimeter chosen?
* Which parts of the data do they grab manually?
* Which parts of the data are automated?
* Do any parts of the client need to be customizable for a specific school?