Statement of work: Wildwood Apartments Database

**History:**

Wildwood Apartments tries to keep track of their leases and tenants through serval buildings throughout Washington, Oregon, California, and Idaho. Managers are expected to keep track of their tenants, leases, payments, and maintenance fees to prepare a quarterly report. Several managers state that the paper forms used to create these quarterly reports are extremely difficult and time-consuming to produce.

Creating a database that can keep track of the apartment building’s revenues and repair costs will help streamline this process. Having a centralized database where managers can track all revenues and expenses in one location will make preparing quarterly reports easier.

**Scope:**

The Apartments database will keep track of apartment buildings rent, maintenance repair costs, leases (6 month or yearlong), and occupancy. The database will provide easy access for finding which apartments are vacant or occupied. There will also be access to which apartments managers are currently living so that it can be billed to parent company. The database will also have a feature that sums up the total of revenue and costs to be implemented in quarterly reports.

**Constraints:**

The Database will not give managers access to other apartment buildings information. The database will not guarantee verifiability and accuracy if information is incorrectly input. This database will not calculate stipends for managers.

**Objectives:**

* Streamline process for rent collection, and maintenance requests.
* Improve tracking of occupancy, and leases.
* Prepares quarterly report by summing up revenue and maintenance repairs.
* Removal of paper forms

**Tasks and Timeline:**

1. **Gathering data**: This task consists of interviewing managers of apartment buildings, observations and questioning needs of database. Time allotted: 3 weeks.

**Deliverable**: A comprehensive list of needs of managers, and an observation summary.

1. **Analyze data:** Analyzing the data gathered from the observations and determine what needs the business has for the database. Sets up the basic outlines for the database. Time Allotted: 3 weeks.

**Deliverable:** list of business needs and what is required from the database.

1. **Database normalized:** Model completed to be normalized with entities. Time Allotted: 2 weeks.

**Deliverable:** Diagram of entities affected by database to be reviewed for model.

1. **Building physical database:** Database set up to have the columns for each apartment with specific data types, relational tables, and constraints. Time Allotted:1 week.

**Deliverable:** Physical Database model to be reviewed.

1. **Testing and Security:** Testing database with sample data to produce results. Fine tuning and implementing database security measures. Review Business practices and test security in relation to business. Time Allotted: 4 weeks.

**Deliverable:** Documented test results.

1. **Final implementation of database and installation:** review database and implement final corrections. Remove sample data and install database on a server. Testing for connection and server access for final implementation. Final review of security measures. Time Allotted: 3 weeks.

**Deliverable:** Database completed and implemented.

Total Time from beginning to end: 16 weeks.