|  |  |  |  |
| --- | --- | --- | --- |
| # | Requirements | Type | Comments |
| 1 | Searchable Bookings | Functional | Admin: Requires access to bookings information in the database. Current or previous bookings. |
| 2 | Privacy Statement | Non Functional | Customer: Legal requirements are considered non-functional |
| 3 | Accessibility Features | Non Functional | Customer: Adhere to the Web Content Accessibility Guidelines (WCAG) |
| 4 | Marketing/ Advertising | Functional | Customer: Providing marketing options to increase customers finding the B&B |
| 5 | Booking Confirmation | Functional | Customer: Sends booking confirmation to an email for easy access. |
| 6 | Room Gallery | Functional | Customer: Provides the customer with an option the view photos of the room before booking. |
| 7 | Familiar Layout | Non Functional | Customer: Having a familiar web page layout means it is easier for a customer to navigate the website. |
| 8 | Performance | Non Functional | Customer/Admin: The website should be responsive and quick to load even on mobile connections. |

## (Task 1)

## (Task 2)

|  |  |  |
| --- | --- | --- |
| Functional Requirement | Related Non Functional Requirement | Reasoning |
| Create a room booking | Security/ privacy protection. | When gathering personal identifiers its important to make sure the website is secure against hackers. |
| Updating an existing room booking. | Usability / easy to understand. | An easy to maintain website will help customers and admin make necessary changes to existing bookings. |

## (Task 3)

The following information will be collected for contact and booking purposes: name, email, home address, and phone number. These details are essential for enhancing security at the B&B and for reference in case of any incidents during a guest's stay.

Payment information will only be gathered when purchasing a gift certificate or making an advance payment for an accommodation booking. This sensitive information will be stored securely in encrypted files and will not be accessible to B&B staff.

To better tailor advertising and marketing efforts, by using cookies and IP tracking to collect web analytics, user interactions, and user location. This information helps us understand what potential guests are likely to search for, their location, and their browsing history when making a booking on our website. By doing so, we can target advertising to the appropriate demographic, thereby increasing the likelihood of bookings.

## Privacy Policy

We collect personal information from you, including information about your:

* name
* contact information
* location
* interactions with us
* billing or purchase information

We collect your personal information in order to:

* Manage bookings
* Complete purchases and invoices
* Provide relevant marketing

Providing some information is optional. If you choose not to enter Contact Information such as, Name, Email, and Phone, we'll be unable to proceed with booking a stay at The Motueka Bed & Breakfast.

We keep your information safe by storing personal data safely in encrypted files, and only allowing staff with approval access to any pages that display personal information.

We keep your information for two years at which point we securely destroy it by securely erasing all digital information.

You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you’d like to ask for a copy of your information or to have it corrected, please contact us at MotuekaB&B@mail.com, or 001 001 002 0003, or The Motueka Bed and Breakfast, 32 Motueka Drive, Motueka.

## Part 2 (Task 1)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Field Name | Pk/Fk | Data Type | Size | Required Y/N |
| Booking ID | Pk | Int | Auto Increment | Y |
| CustomerID | Fk | int | -- | Y |
| RoomID | Fk | int | -- | Y |
| Check in |  | Date | 0000-00-00 | Y |
| Check out |  | Date | 0000-00-00 | Y |
| Room Name |  | Varchar | 100> | Y |
| Extras |  | Varchar | 100> | N |
| Review |  | Varchar | 500> | N |

Othe fields could be added such as first name, last name and phone number, the CustomerID and RoomID are used as a foreign key in which the three databases are connected.

## Part 3

Features that have been included to help with testing connections and links are as follows.

* A home page that displays the privacy policy and tests link connections between other pages, implemented to make testing easier. This page is a very basic code layout which is likely to change or be removed in future assessments.
* On the create a booking page to test connection with the database and have new bookings show up in the booking details page I added the input of first name and last name to fill required fields in the database and have a search query to find the customer ID when adding new customers. This feature is a temporary feature to check that the create booking page is working as required, this will be removed in future assessments.

## References

*Office of the Privacy Commissioner, Privacy Statement Generator*(Office of the Privacy Commissioner © 2013)[Office of the Privacy Commissioner | Privacy Statement Generator](https://privacy.org.nz/tools/privacy-statement-generator/)