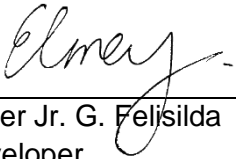


REQUIREMENTS DEFINITION DOCUMENT

This document serves as a list of the requirements specified by the client, Mr. Edgardo M. Manalo Jr., head of Nuestra Señora De Aranzazu Parochial School's General Services Unit. This list shall be the basis of the IT Capstone Project team, Elmer Felisilda, Daisy Borbe, and Rechelle Golimlim, for their development of the system entitled **"Digi-Rooms: Web-Based Room Reservation and Management System for Nuestra Señora De Aranzazu Parochial School"**.

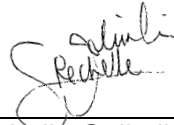
Prepared by:



Elmer Jr. G. Felisilda
Developer



Daisy Borbe
Developer



Rechelle Golimlim
Developer

Introduction

- Document Purpose

This document outlines the functional and non-functional requirements for the Digi-Rooms project, involving the agreed-upon modules, features, functions, and design considerations. This document serves as a formal agreement between the development team and the client and the scope and limitations of the project.

- Product Scope

The program, named "Digi-Rooms", involves an Interactive Map, Schedule Management and Conflict Resolution, Reports Generation, Account Management, and a Map Editor. An email notification functionality will be employed to notify the requesters of the status of their reservations, should changes occur. The program is limited for use to NSDAPS' teachers, staff, and the General Services Unit.

- Product Overview

The program, named "Digi-Rooms", is a Web-Based School Facility and Room Reservation and Management System for Nuestra Señora De Aranzazu. Aiming to digitize and enhance the current reservation process employed by the school, Digi-Rooms involves a visualized interactive map for viewing room availabilities, an easy-to-follow step-by-step reservation process, along with reporting tools for insights and analysis.

Definition of terms

- User

- Generalizes the three main access roles – teacher, staff, and administrator.

- Teacher

- Access role that can view the interactive map, schedules, and create reservation requests. This involves members of the school Faculty.

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- Staff
 - Access role that inherits the permissions of the Teacher role, along with the ability to approve reservation requests (initial stage) and generate reports. This involves members of the Student Affairs Office.
- Administrator
 - Access role that inherits the permissions of both the Teacher and Staff role along with the ability to approve reservation requests (final stage), and the ability to edit map, room, reservation, and account data. This role has full access to all the tools and functionalities of the system.
- Initial stage
 - The stage of the approval process where the reservation request from the Teacher will pass through the Staff account first for preliminary approval from the Student Affairs Office.
- Final stage
 - The stage of the approval process where the reservation request approved by the Staff account will pass through the Administrator account for final approval from the General Services Unit. After this stage, assuming that the request had been approved, will the reservation be added to the schedule records.

Specific Requirements

Functional Requirements

- Account Management Module
 - REQ-1. The user shall be able to log in to the system by providing their email and password.
 - REQ-2. The user shall be able to create a registration request for a new account by providing their email, name, department, and password.
 - REQ-3. The administrator shall be able to view pending registration requests.
 - REQ-4. The administrator shall be able to approve registration requests.
 - REQ-5. The administrator shall be able to reject registration requests.
 - REQ-6. The administrator shall be able to specify the reason for rejection of registration requests from a predefined set of strings.
 - REQ-7. The administrator shall be able to set individual permissions on accounts.
 - REQ-8. The user shall be able to receive email notifications for account status updates.
- Interactive Map Module
 - REQ-9. The user shall be able to view the interactive map.
 - REQ-10. The user shall be able to view the information of a room by clicking on a marker linked to it in the map.
 - REQ-11. The user shall be able to switch buildings and floors.
 - REQ-12. The user shall be able to view the availability of rooms based on the specified date and time.
 - REQ-13. The user shall be able to change the date and time.

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- Schedule Management Module

- REQ-14. The user shall be able to view the schedule timetable based on the specified date, time, and room.
- REQ-15. The user shall be able to create a reservation request.
- REQ-16. The user shall be notified of a schedule conflict before the finalization of the reservation request.
- REQ-17. The user shall be able to choose an alternative room to resolve a schedule conflict before the finalization of the reservation request.
- REQ-18. The teacher shall be able to view their reservation requests pending for approval.
- REQ-19. The staff shall be able to view reservation requests pending for approval (initial stage).
- REQ-20. The staff shall be able to approve reservation requests (initial stage).
- REQ-21. The staff shall be able to reject reservation requests (initial stage).
- REQ-22. The staff shall be able to specify the reason for rejection of reservation requests from a predefined set of strings (initial stage).
- REQ-23. The administrator shall be able to view reservation requests pending for approval (final stage).
- REQ-24. The administrator shall be able to approve reservation requests (final stage).
- REQ-25. The administrator shall be able to reject reservation requests (final stage).
- REQ-26. The administrator shall be able to specify the reason for rejection of reservation requests from a predefined set of strings (final stage).
- REQ-27. The user shall be able to receive email notifications for reservation status updates.

- Map Editor Module

- REQ-28. The administrator shall be able to add a new building.
- REQ-29. The administrator shall be able to add a new floor based on the specified building.
- REQ-30. The administrator shall be able to edit the building name.
- REQ-31. The administrator shall be able to edit the floor name.
- REQ-32. The administrator shall be able to upload a floor plan image/vector for a specified floor.
- REQ-33. The administrator shall be able to add a new room marker based on the specified floor.
- REQ-34. The administrator shall be able to reposition the room marker by dragging it across the screen.
- REQ-35. The administrator shall be able to edit the properties of the room marker.
- REQ-36. The administrator shall be able to delete a building, floor, and room marker.

- Reporting Module

- REQ-37. The user shall be able to generate a schedule timetable document.
- REQ-38. The administrator shall be able to generate a room utilization document.
- REQ-39. The user shall be able to generate a calendar view document.
- REQ-40. The administrator shall be able to generate a map overview document.
- REQ-41. The user shall be able to generate a reservation slip document.
- REQ-42. The administrator shall be able to generate an active account list document.
- REQ-43. The administrator shall be able to generate a log history document.
- REQ-44. The user shall be able to export the specified document into PDF.
- REQ-45. The user shall be able to print the specified document.

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Non-Functional Requirements

- Operational Requirements
 - REQ-46. The system will operate in modern web browsers.
 - REQ-47. The system will be responsive in window and device sizes.
 - REQ-48. The system will use dropdowns on forms that do not require unique values.
- Performance Requirements
 - REQ-49. The system shall retrieve the latest schedule, room, and map data in less than 2 seconds.
 - REQ-50. The system shall update the database in real time.
- Security Requirements
 - REQ-51. The user shall only see and access the modules that are specified on their account permissions.
- Cultural and Political Requirements
 - REQ-52. The system will use English language only.
 - REQ-53. The system will use non-technical terms as much as possible.

CONFIRMATION AND APPROVAL

I, _____, hereby confirm that:

- The requirements specified in this document aligns with my requirements and vision of the project.
- I approve of the requirements specified in this document.
- I approve on having this requirements definition document to be used for the purpose of documentation and as a basis of information of the researchers for their IT Capstone Project.

Mr. Edgardo Manalo Jr.
General Services Unit Head, NSDAPS

Date signed