1. Requirement 1:
   1. Functional Requirement 01:
      1. User Requirements:
         1. REQ: REQ#01
         2. TITLE: Connection to Website on a local computer
         3. DESC: The student employees need to use a site only accessible from a computer in the radio station. The website needs to be online.
         4. RATIONALE: The purpose of this application be a web app is to assist the administrator. The access is a convenience for administrators.
         5. DEP: Student’s need to have an s# and password to clock in as well as an employee.
      2. System Requirement: Accessible database, functional front end page
2. Requirement 2:
   1. Functional Requirement 02:
      1. User Requirements:
         1. REQ: REQ#02
         2. TITLE: Time Report Generation
         3. DESC: Manager needs to be able to get itemized list of student times in and out to check for total participation for grade points
         4. RATIONALE: For the managers maintenance and function of class requirements
         5. DEP: Access to the web site and database
      2. System Requirement: Functional database model, accessible front end page
3. Requirement 3:
   1. Functional Requirement 03:
      1. User Requirements:
         1. REQ: REQ#03
         2. TITLE: Clock in and Clock out
         3. DESC: Users need to be able to record their times in and out of the office for the managers later analyzation
         4. RATIONALE: This contains the main function of the website
         5. DEP: Database access. A Graphical User Interface to click
      2. System Requirements: Correct connections to database. Ability to insert rows
4. Requirement 4:
   1. Functional Requirement 04:
      1. User Requirements:
         1. REQ: REQ#04
         2. TITLE: Admin ability to edit the database.
         3. DESC: This will make things more simple than the current design for the administrator. They can access the database directly and edit students logs. If a student forgot to clock out or didn’t clock in, the admin can go in and change the log for the student.
         4. RATIONALE: This is a quality of life feature for the administrator because he requested it.
         5. DEP: A functional database and modify rights for the administrator.
      2. System Requirements: Ensure the modifiable rights are given to the administrator on a functioning MySQL server.

1. Non Functional Req:
   1. Backing up the data/security of data
   2. Having accurate/reliable time readings
   3. Responsiveness of database
   4. Responsiveness of UI
   5. Correct storage of times
   6. Easily Accessible
2. Open Issues:
   1. Not all developing on the same IDE; we are moving to a standard for the team.
3. Client Meeting:
   1. Last Meeting: February 2, 2018
      1. Attendees: All Team members, and Client Alex Kirt
      2. Location: Owens Library
      3. Discussion: Requirements
      4. Action Items: Design
      5. Date/Time of Next Meeting: Pending