**Narrative description of the present information system – This summarizes what is described by the diagrams in the appendices**

The current information system that is established by our client involves event scheduling, and the management of data such as client information, invoices, inventory, and employees. Our sole contact with the business, Jacky Biber, is the company's manager and is the only person involved in the process of data management and organization.

Upon being hired by a customer for an event, Jacky contacts them and hashes out the specifics of the function. This would include anything from date, time of day, preferences of menu items, so on and so forth (all noted down by Jacky). When all the necessary information has been gathered, Back of House's manager relays the menu particulars to the chefs whilst reaching out to contact temporary employees such as waiters, waitresses, bartenders, etc. The chefs will then verify that they are properly stocked for the upcoming event by checking the inventory. If anything is missing, appropriate orders will be placed. When all the food has been prepared, it is delivered to the event by a deliveryman (or woman). The aforementioned hired help will then set up the dishes at the function and subsequently serve the customer's guests.

The company keeps track of their clients' information for contacting purposes, and on the other end, clients will keep Back of House's information if they wish to hire them again in the future. Jacky records the client's name, phone number, and e-mail.

Invoices are generated once the event is finished. The total cost is computed by factoring in the menu items and unexpected situations such as a cancellation or failure to provide something the customer requested. Invoices are then sent to the client.

As for the inventory, the workers (primarily the manager and chef) are in charge of keeping track of/updating the items. The items are categorized into different categories such as accessories and ingredients. Any items considered a necessity that are low on quantity will be replenished. In this regard, any expired items will be removed and replaced if necessary. In any case, when items are deducted from the inventory, it's the duty of the employees to make the inventory listing is properly updated.

The contact information of employees, such as their name, phone numbers and e-mail addresses are recorded by the manager, Jacky. Any miscellaneous information is likely noted. Scheduling times (work hours), salaries, employees-by-department, and position (job descriptions) are also stored. Any and all desired adjustments can be implemented by the manager at a time convenient to her.